

**THE TOWNSHIP OF NORTH HURON  
COUNCIL AGENDA**



**Date:** Tuesday, February 16, 2016  
**Time:** 7:00 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

	<b>Pages</b>
<b>1. CALL TO ORDER</b>	
<b>2. CONFIRMATION OF THE AGENDA</b>	
<i>THAT the Council of the Township of North Huron; accept the Agenda for the February 16th, 2016 Council Meeting; as printed.</i>	
<b>3. DISCLOSURE OF PECUNIARY INTEREST</b>	
<b>4. CONSENT AGENDA</b>	
<i>THAT the Council of the Township of North Huron hereby adopts Consent Items 4.1.1, 4.1.2, 4.1.3, 4.1.4;</i>	
<i>AND FURTHER THAT all other Consent Items be received for information.</i>	
<b>4.1 Minutes</b>	
4.1.1 Minutes of the Regular Council Meeting held February 1, 2016	6
4.1.2 Minutes of the Budget Meeting held February 8, 2016	21
4.1.3 Minutes of the Special Meeting held February 9, 2016	25
4.1.4 Minutes of the Budget Meeting held February 10, 2016	28
4.1.5 Blyth BIA Minutes January 6, 2016	30
4.1.6 Blyth BIA Minutes February 3, 2016	34
4.1.7 Wingham BIA Minutes January 28, 2016	38
<b>4.2 Reports</b>	
4.2.1 CAO Activity Report	39

4.2.2	Director of Finance	
4.2.2.1	Bills and Accounts	41
	<b>Accounts Payable</b>	<b>February 12, 2016</b>
	General Account	\$286,550.25
	Water Account	27,477.29
	Sewer Account	14,163.26
	General Internet/Pre-authorized	23,962.20
	Water Internet/Pre-authorized	9,096.73
	<b>TOTAL</b>	<b>\$361,249.73</b>
4.2.2.2	Activity Report	59
4.2.3	Director of Fire and Emergency Services Activity Report	60
4.3	Correspondence	64
4.3.1	Ontario Community Infrastructure Fund (OCIF) Application Based Component, Intake Two	66
4.3.2	Ontario Provincial Police (OPP) Costing Moratorium	67
5.	<b>PUBLIC MEETINGS/HEARINGS AND DELEGATIONS</b>	
5.1	Planning Advisory Committee Meeting	
	Zoning By-law Amendment, Plan 174 Lot 1, Part Lot 2, Registered Plan 22R5497 Part 1, Blyth Ward, Township of North Huron (518 Dinsley Street)	
	<i>THAT the Council of the Township of North Huron hereby adjourns the Regular Council meeting at .... p.m. to enter a Planning Advisory Committee meeting.</i>	
	<i>THAT The Council of the Township of North Huron reconvene the Regular Council meeting at .... p.m.</i>	
	<i>THAT the Council of the Township of North Huron hereby accept the recommendation of the Planning Advisory Committee; that the Zoning By-law Amendment as it applies to Plan 174 Lot 1, Part Lot 2, Registered Plan 22R5497 Part 1, Blyth Ward, Township of North Huron (518 Dinsley Street); Owner Ronald Ferguson and Diane Ruth; Applicant Brent Pryce; be approved.</i>	
5.2	Joyce Williamson - Retirement Recognition	

5.3	Friends of the North Huron Museum - Annual Report	68
6.	<b>REPORTS</b>	
6.1	Clerks Department	
6.1.1	2016 Annual Accessibility Plan	80
	<i>THAT the Council of the Township of North Huron hereby adopt the 2016 Accessibility Plan.</i>	
6.2	Finance Department	
6.3	Recreation and Facilities Department	
6.4	Public Works Department	
6.5	Utilities Department	
6.6	Fire Department of North Huron	
6.7	CAO	
6.8	Wingham Police Service	
6.8.1	Police Cruiser Pre Budget Approval	105
	<i>THAT the Council of the Township of North Huron approve pre budget release of reserve police funds up to \$39,000.00 to purchase a used police cruiser to immediately replace a non-serviceable cruiser.</i>	
7.	<b>CORRESPONDENCE</b>	
7.1	Autism Ontario's Raise the Flag Campaign	107
	<i>THAT the Council of the Township of North Huron Council hereby supports the World Autism Day April 4, 2016, "Raise the Flag" Campaign.</i>	
8.	<b>COUNCIL REPORTS</b>	
8.1	REEVE ACTIVITY REPORT	
8.2	COUNCIL MEMBER REPORTS (Verbal or written updates from members who sit on boards/committees)	
8.3	REQUESTS BY MEMBERS	
9.	<b>NOTICE OF MOTION</b>	

10.	<b>BY-LAWS</b>	
10.1	<p>By-law No. 19-2016; Being a by-law to authorize the Township of North Huron to participate in an Accessibility Plan for the County of Huron and Huron County Lower Tier Municipalities as described and attached hereto as Schedule "A".</p> <p><i>THAT By-law No. 19-2016; being a by-law to authorize the Township of North Huron to participate in an Accessibility Plan for the County of Huron and Huron County Lower Tier Municipalities as described and attached hereto as Schedule "A"; be introduced, read a first and second time.</i></p> <p><i>THAT By-law No. 19-2016; being a by-law to authorize the Township of North Huron to participate in an Accessibility Plan for the County of Huron and Huron County Lower Tier Municipalities as described and attached hereto as Schedule "A"; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.</i></p>	109
10.2	<p>By-law No. 21-2016; Being a by-law to adopt a Winter Maintenance of Sidewalks Policy for the Corporation of the Township of North Huron.</p> <p><i>THAT By-law No. 21-2016; being a by-law to adopt a Winter Maintenance of Sidewalks Policy for the Corporation of the Township of North Huron; be introduced, read a first and second time.</i></p> <p><i>THAT By-law No. 21-2016; being a by-law to adopt a Winter Maintenance of Sidewalks Policy for the Corporation of the Township of North Huron; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.</i></p>	134
10.3	<p>By-law No. 22-2016; Being a by-law to adopt a Winter Operations Plan for the Corporation of the Township of North Huron.</p> <p><i>THAT By-law No. 22-2016; Being a by-law to adopt a Winter Operations Plan for the Corporation of the Township of North Huron; be introduced, read a first and second time.</i></p> <p><i>THAT By-law No. 22-2016; being a by-law to adopt a Winter Operations Plan for the Corporation of the Township of North Huron; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.</i></p>	142
10.4	<p>By-law No. 23-2016; Being a by-law to adopt a Minimum Maintenance Standards for Municipal Highways within the Township of North Huron.</p> <p><i>THAT By-law No. 23-2016; being a by-law to adopt a Minimum Maintenance Standards for Municipal Highways within the Township of North Huron; be introduced, read a first and second time.</i></p> <p><i>THAT By-law No. 23-2016; being a by-law to adopt a Minimum Maintenance Standards for Municipal Highways within the Township of North Huron; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.</i></p>	184



10.5	<p>By-law No. 24-2016, Being a by-law to amend the Zoning on Plan 174, Part Lot 2, Registered Plan 22R5497 Part 1, Registered Plan 168, Blyth Ward, Township of North Huron.</p> <p><i>THAT By-law No. 24-2016; being a by-law to amend the Zoning on Plan 174, Part Lot 2, Registered Plan 22R5497 Part 1, Registered Plan 168, Blyth Ward, Township of North Huron; be introduced, read a first and second time.</i></p> <p><i>THAT By-law No. 24-2016; being a by-law to amend the Zoning on Plan 174, Part Lot 2, Registered Plan 22R5497 Part 1, Registered Plan 168, Blyth Ward, Township of North Huron; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.</i></p>	196
11.	<b>ANNOUNCEMENTS</b>	
12.	<b>OTHER BUSINESS</b>	
13.	<b>CLOSED SESSION AND REPORTING OUT</b>	
14.	<b>CONFIRMATORY BY-LAW</b>	
14.1	<p>By-law No. 25-2016, Being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.</p> <p><i>THAT By-law 25-2016; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first and second time.</i></p> <p><i>THAT By-law No. 25-2016; being a by-law to confirm general previous actions of the Council of the Township of North Huron, be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.</i></p>	200
15.	<b>ADJOURNMENT</b> <p><i>THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at .... PM.</i></p>	

**MINUTES OF THE TOWNSHIP OF NORTH HURON  
REGULAR COUNCIL MEETING**



**Date:** Monday, February 1, 2016  
**Time:** 7:00 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

**MEMBERS PRESENT:** Reeve Neil Vincent  
Deputy Reeve James Campbell  
Councillor Ray Hallahan  
Councillor Bill Knott  
Councillor Yolanda Ritsema-Teeninga  
Councillor Trevor Seip  
Councillor Brock Vodden

**STAFF PRESENT:** Sharon Chambers, CAO  
Kathy Adams, Director of Corporate Services / Clerk  
Donna White, Director of Finance  
Pat Newson, Director of Recreation and Facilities  
Kelly Church, Director of Public Works  
David Sparling, Director of Fire and Emergency Services  
Richard Al, Manager of Employee and Business Services  
Laura Young, Planner

**OTHERS PRESENT:** Denny Scott, Citizen  
Ryan Drury, CKNX  
Joe Hallahan, Ken Hogg, Stu Holloway, Brent Mills, Shawn  
Bromley, Ann Hogg, Brenda Cathers, Jim Wickens, Reenie  
Alexander, Tom Inglis, Wayne Elston, Bob Pike, Greg  
Buchanan, Phil Beard, Thomas Beard, Patricia Weir, Aubrey  
Weir, Rob Hutchison, Marg Beard, Andy McBride, Brad  
Carther, Steve Hill, Richard Looser, Myron Shwadchuck

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**1. CALL TO ORDER**

Reeve Vincent called the meeting to order at 7:01 p.m.

**2. ACCEPT OR AMEND AGENDA**

**M76/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron; accept the Agenda for the February 1st, 2016 Council meeting; as amended to include Procedural By-law 18/2016, Item No. 12.3 on the Agenda; and remove Item 5.1 Invited Guest, Joyce Williamson - Retirement Recognition.*

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTERESTS**

- 3.1 T. Seip - Site plan Application for Wingham Health Clinic  
Reason: Member of Hospital Board

**4. APPROVAL OF PREVIOUS MINUTES**

- 4.1 Minutes of the Regular Council Meeting held January 19th, 2016

**M77/16**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron hereby adopt the minutes of the Regular Council Meeting held January 19th, 2016; as printed and circulated.*

**CARRIED**

**5. DEPUTATIONS/PETITIONS/INVITED GUESTS**

None in attendance.

**6. REPORTS**

- 6.1 Reeve's Report  
Emergency Services Training Centre has been approved as a Transport Canada Marine Training Facility.
- 6.2 County Council Report  
Huron County 2016 Budget currently at a 5.62% increase with further additions possible.  
There will be a County Budget meeting all day Thursday February 4th, 2016.
- 6.3 Clerks Department
- 6.3.1 Department Report

**M78/16**

**MOVED BY:** Y. Ritsema-Teeninga

**SECONDED BY:** R. Hallahan

*THAT The Council of the Township of North Huron hereby receive the February 1st, 2016 Report No. 6.3.1 of the Clerk's Department for information purposes.*

**CARRIED**

### 6.3.2 Site plan Application for Wingham Health Clinic

T. Seip declared a conflict on this item. (Reason: Member of Hospital Board)

**M79/16**

**MOVED BY:** B. Knott

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron hereby recommend that the site plan application (131 John Street East, Wingham Ward, Township of North Huron) be approved with the following conditions and a site plan agreement be entered into:*

1. *This site plan approval applies to the site plan entitled "Project 21509 Wingham Health Clinic" prepared by V.G Architects (The Ventin Group Ltd.), dated December 23, 2015 and referred to as Plan A1.1;*
2. *This site plan approval also includes submitted drawings prepared by R.J Burnside & Associates Ltd, dated January 14, 2016, entitled:*
  - *Wingham Health Clinic Parking Lot Layout- Phases 1 &2, referred to as C101*
  - *Wingham Health Clinic Parking Lot Layout- Phase 3, referred to as C102*
  - *Wingham Health Clinic Lot Grading and Drainage Plan- Phase 1, referred to as C201*
  - *Wingham Health Clinic Lot Grading and Drainage Plan- Phase 2, referred to as C202*
  - *Wingham Health Clinic Lot Grading and Drainage Plan-Phase 3, referred to as C203*
  - *Wingham Health Clinic Stormwater Management Plan, referred to as C301*
3. *Installation or repair of any curbing or infrastructure works and facilities;*
4. *Providing and maintaining the site grading, drainage of surface waters and storm water management on the lands in accordance with Drawings C201, C202, C203, and C301, and the Engineer's specifications;*
5. *Submitted Burnside Drawings C101, C102, C201, C202 be modified to show changes and comments from the review by B.M Ross and Associates Limited;*
6. *All surfacing on the lands is to be complete;*

7. *All snow is to be stored on the subject property as indicated on the Site Plan;*
8. *All exterior lighting is to be installed as indicated on the Site Plan and prevent glare on adjacent properties;*
9. *All trees that are removed are to be replaced to the satisfaction of the Township; and*
10. *Phased parking is to be completed as indicated on the Site Plan and in Burnside Drawings C101 and C102 and the temporary parking lot will be removed to the Township's satisfaction.*

**CARRIED**

#### 6.4 Finance Department

##### 6.4.1 Bills and Accounts

<b>Accounts Payable</b>	<b>January 28, 2016</b>
<b>General Account</b>	\$194,346.84
<b>Water Account</b>	\$194.869.10
<b>Sewer Account</b>	\$25,631.10
<b>General Internet/Pre-authorized</b>	\$69,002.76
<b>Water Internet/Pre-authorized</b>	\$1,826.15
<b>TOTAL</b>	\$485,676.64

#### **M80/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron approve the Bills and Accounts in the amount of \$485,676.64 as of January 28th, 2016.*

**CARRIED**

#### 6.5 Recreation and Facilities Department

##### 6.5.1 Town Hall Theatre Committee Grant/Fund Applications

#### **M81/16**

**MOVED BY:** B. Knott

**SECONDED BY:** T. Seip

*THAT The Council of the Township of North Huron approve the applications for funding for the Town Hall Theatre Committee fundraising campaign to the Bruce Power's Community Investment & Sponsorship program for \$10,000.*

**CARRIED**

**M82/16**

**MOVED BY:** J. Campbell

**SECONDED BY:** T. Seip

*THAT The Council of the Township of North Huron approve the application for funding from the Lucknow Kinsmen's Music in the Fields account for the amount of \$5,000.*

**CARRIED**

**M83/16**

**MOVED BY:** B. Knott

**SECONDED BY:** T. Seip

*THAT The Council of the Township of North Huron approve the application to the Libro Prosperity Fund for up to \$10,000 of funding.*

**CARRIED**

6.5.2 Town Hall Theatre Committee Funds for Fire Code Consulting

**M84/16**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Knott

*THAT The Council of the Township of North Huron approve staff spending up to \$1,500 of funds in reserves, to hire Allan Avis Architects to provide a written recommendation on how to best meet the requirements for the fire code upgrades for the Town Hall Theatre. The funds in reserves have been fundraised for the Town Hall Theatre Renovation Project.*

**CARRIED**

6.6 Public Works Department

6.6.1 Department Report

**M85/16**

**MOVED BY:** R. Hallahan

**SECONDED BY:** J. Campbell

*THAT The Council of the Township of North Huron hereby receive the Department Activity Report of the Public Works Department for information purposes.*

**CARRIED**

6.6.2 Winter Maintenance of Sidewalks Policy

**M86/16**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron hereby receives the February 1st, 2016 Draft Winter Maintenance of Sidewalks Policy is received for information purposes.*

*AND FURTHER THAT Council approves the Draft Township Winter Maintenance of Sidewalks Policy as presented;*

*AND FURTHER THAT the Clerk is directed to prepare a by-law to adopt the Township Winter Maintenance of Sidewalks Policy at the February 15th, 2016 Council meeting.*

**CARRIED**

6.6.3 Winter Operations Plan

**M87/16**

**MOVED BY:** J. Campbell

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron hereby receive the February 1st, 2016 Draft Winter Operations Plan report for information purposes;*

*AND FURTHER THAT Council approves the Draft Winter Operations Plan as presented;*

*AND FURTHER THAT the Clerk is directed to prepare a by-law to adopt the Township Winter Operations Plan at the February 15th, 2016 Council meeting.*

**CARRIED**

6.6.4 Minimum Maintenance Standard

**M88/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** T. Seip

*THAT The Council of the Township of North Huron hereby receive the February 1st, 2016 Minimum Maintenance Standards for Municipal Highways Ontario Regulation 239/02 for information purposes;*

*AND FURTHER THAT Council approves the adoption of the Minimum Maintenance Standards for Municipal Highways within the Township of North Huron;*

*AND FURTHER THAT the Clerk is directed to prepare a by-law to adopt the Minimum Maintenance Standards for Municipal Highways as outlined in the Ontario Regulation 239/02 at the February 15th, 2016 Council meeting.*

**CARRIED**

6.7 Utility Department

No Report.

6.8 Fire Department of North Huron

6.8.1 Development of a Business Plan for the ESTC

**M89/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** B. Knott

*THAT The Council of the Township of North Huron hereby hire a consultant to review ESTC operations, budget and operating structure and subsequently develop a business plan for the ESTC.*

**CARRIED**

6.9 CAO

6.9.1 Howson Dam - Response to Committee Delegation & Correspondence

**M90/16**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron hereby accepts the Report of the CAO dated January 27th, 2016 regarding the Howson Dam Report for information purposes;*

*AND FURTHER THAT, in consideration of the provisions of the Township's Committee Appointment Policy the request from the Howson Dam Committee to be appointed as a Committee of Council is hereby denied.*

**CARRIED**



6.9.2 Draft Procedural By-law

**M91/16**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Knott

*THAT The Council of the Township of North Huron directs the Clerk to amend the draft procedural by-law to include the requirement to hold a meeting in Blyth and East Wawanosh once per year.*

**CARRIED**

**M92/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** B. Knott

*THAT The Council of the Township of North Huron directs the Clerk to amend the draft procedural by-law to include the requirement to audio/video record closed meetings.*

**CARRIED**

**M93/16**

**MOVED BY:** B. Knott

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron directs the Clerk to amend the draft procedural by-law to insert a new item 17.2,*

*17.2 The Clerk of the Reeve, may refuse a delegation request at their discretion if the matter is deemed to be routine of administrative in nature and can be referred to staff for quick resolution; the matter is not within the jurisdiction or normal realm of council business; the request is repetitive, vexatious or frivolous in nature; or any other reason deemed appropriate under the circumstances. The Clerk or Reeve may defer a delegation to subsequent agenda if the timing is deemed more appropriate, at their discretion. In all cases above, the decision of the Reeve shall be final. The Clerk shall notify Council in writing of any person who has requested to be a delegation but has been denied the right to be listed on the agenda.*

*AND FURTHER THAT the number of the remaining clauses be cascaded accordingly.*

**CARRIED**

**M94/16**

**MOVED BY:** B. Knott

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron directs the Clerk to amend the draft procedural by-law to include a clause requiring that by-laws will undergo only a first and second reading at their initial presentation followed by a third and final reading at a subsequent meeting; with the exception of those by-laws related to planning and zoning matters or being of a routine nature.*

**CARRIED**

**M95/16**

**MOVED BY:** B. Vodden

*THAT The Council of the Township of North Huron directs the Clerk to amend the draft procedural by-law to replace Item 5.2 (d) 4. Service of Invocation performed by clergy to be chosen by the Reeve; with Inspirational message delivered by a speaker chosen by the Reeve.*

**DEFEATED**

**M96/16**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Knott

*THAT The Council of the Township of North Huron directs the Clerk to amend the draft procedural by-law to include the requirement to hold at minimum one (1) town hall style public meeting per year.*

**CARRIED**

**M97/16**

**MOVED BY:** B. Knott

**SECONDED BY:** B. Vodden

*THAT The Council of the Township of North Huron directs the Clerk to amend the draft procedural by-law to include language restricting the use of audio and/or video recording devices, other than that which the Township operates, during Council meetings.*

**CARRIED**

**7. UNFINISHED BUSINESS**

None for consideration.

**8. NEW BUSINESS**

**8.1 Source Water Protection Stewardship**

**M98/16**

**MOVED BY:** J. Campbell

**SECONDED BY:** T. Seip

*THAT The Council of the Township of North Huron hereby receive the Source Water Protection Stewardship correspondence for information purposes.*

**CARRIED**

**9. COUNCIL INFORMATION (Council may bring forward information for discussion)**

None for consideration.

**10. CORRESPONDENCE (available at Clerk's Office)**

**10.1 AMO Communications**

- AMO Policy Update - 2016 Pre-Budget Submission
- Registration Open for the 2016 AMO Annual Conference
- AMO Policy Update - Federal Minister Starts to Frame Infrastructure Investments
- AMO Watch File - January 21, 2016
- LAS Energy Finance Workshops
- AMO's Heads of Council Leadership Training
- AMO Watch File - January 28, 2016

**10.2 Ministry of Municipal Affairs and Housing Survey on Procurement Practices**

**10.3 Rural Response For Healthy Children**

**M100/16**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron agree that the correspondence be ordered, read and filed.*

**CARRIED**

**11. COMMITTEE REPORTS**

**11.1 Health & Safety Committee**

Minutes November 26, 2015 Meeting

**11.2 North Huron Police Services Board**

Minutes December 1, 2015 Meeting

11.3 Wingham & Area Health Professionals Recruitment Committee  
Financial and 2016 Budget Documents

11.4 East Wawanosh 150th Anniversary Committee  
Minutes November 25, 2015 Meeting

**M101/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron agree that the Committee Reports be received for information.*

**CARRIED**

**12. BY-LAWS**

12.1 By-law No. 15-2016; Being a by-law to provide for Interim Tax Levies

**M102/16**

**MOVED BY:** T. Seip

**SECONDED BY:** J. Campbell

*THAT By-law No. 15-2016; being a by-law to provide for Interim Tax Levies; be introduced, read a first and second time.*

**CARRIED**

**M103/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** B. Knott

*THAT By-law 15-2016; being a by-law to provide for Interim Tax Levies; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.*

**CARRIED**

12.2 By-law 16-2016; Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Site Plan Control Agreement

**M104/16**

**MOVED BY:** B. Knott

**SECONDED BY:** B. Vodden

*THAT By-law No. 16-2016; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Site Plan Control Agreement; be introduced, read a first and second time.*

**CARRIED**

**M105/16****MOVED BY:** Y. Ritsema-Teeninga**SECONDED BY:** J. Campbell

*THAT By-law No. 16-2016; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Site Plan Control Agreement; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.*

**CARRIED**

- 12.3 By-law No. 18-2016; Being a by-law to establish a Policy to Govern the Calling, Place and Proceedings of the Council & Committees of the Township of North Huron and to provide Public Notice of Meetings

**M106/16****MOVED BY:** T. Seip**SECONDED BY:** Y. Ritsema-Teeninga

*THAT By-law 18-2016; being a by-law to establish a Policy to Govern the Calling, Place and Proceedings of the Council & Committees of the Township of North Huron and to provide Public Notice of Meetings; be introduced, read a first and second time.*

**CARRIED****M107/16****MOVED BY:** B. Knott**SECONDED BY:** Y. Ritsema-Teeninga

*THAT By-law 18-2016; being a by-law to establish a Policy to Govern the Calling, Place and Proceedings of the Council & Committees of the Township of North Huron and to provide Public Notice of Meetings; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.*

**CARRIED****13. COUNCIL REPORTS & INQUIRIES**

Councillor Ritsema-Teeninga reported that a fundraising concert was held on January 31 in support of the Town Hall Theatre Renovation Project. \$4470 was raised at the event.

Councillor Ritsema-Teeninga reported that the Wingham BIA Annual General Meeting. Will take place at the Wingham Knights of Columbus Hall on February 25th 2016 and that there will be an awards ceremony during the AGM.

Councillor Ritsema-Teeninga asked staff if it would be possible to make the Customer Feedback section of the municipal website more visible.

Councillor Knott requested staff to investigate whether or not it would be possible to receive payments online for dog tag licenses.

Councillor Seip commented on the correspondence received from Junction Place residents in the January 18th, 2016 Council Meeting package.

**M108/16**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron hereby directs the Director of Finance to send a letter in response to the questions raised by Junction Place residents.*

**CARRIED**

**14. PUBLIC GALLERY QUESTIONS**

Questions and/or comments regarding the following agenda items were expressed from the public gallery:

- Procedural By-law
- Winter Maintenance of Sidewalks Policy
- Recording of closed sessions
- Delegation requests
- Council meeting livestream
- Howson Dam
- Town hall style meetings
- ESTC business plan

**15. IN CAMERA SESSION**

**M109/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** J. Campbell

*THAT The Council of the Township of North Huron do hereby proceed at 9:13 PM to an In Camera Session (Closed to the Public) to discuss the following:*

- *Personal matters about an identifiable individual, including municipal or local board employees (Organizational Structure Review);*
- *Personal matters about an identifiable individual, including municipal or local board employees (ESTC Staffing).*

**CARRIED**

**M110/16**

**MOVED BY:** T. Seip

**SECONDED BY:** R. Hallahan

*THAT The Council of the Township of North Huron agree to proceed to the Regular Council meeting at 10:58 PM;*

*AND FURTHER THAT Direction given to staff in the in camera session is hereby approved.*

**CARRIED**

**16. CONFIRMATORY BY-LAW**

**M111/16**

**MOVED BY:** R. Hallahan

**SECONDED BY:** B. Vodden

*THAT By-law 17-2016; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first and second time.*

**CARRIED**

**M112/16**

**MOVED BY:** B. Knott

**SECONDED BY:** T. Seip

*THAT By-law No. 17-2016; being a by-law to confirm general previous actions of the Council of the Township of North Huron, be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.*

**CARRIED**

**17. NEXT MEETING**

Monday, February 8th, 2016 eSCRIBE Training and Budget Meeting #1 at 6:30 PM in the North Huron Council Chambers

Wednesday, February 10th, 2016 Budget Meeting #2 at 7:00 PM in the North Huron Council Chambers

Tuesday, February 16th, 2016 Regular Council Meeting at 7:00 PM in the North Huron Council Chambers

**18. ADJOURNMENT**

**M113/16**

**MOVED BY:** R. Hallahan

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 11:01 PM*

**CARRIED**

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Neil Vincent, Reeve

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Kathy Adams, Clerk



**MINUTES OF THE TOWNSHIP OF NORTH HURON**  
**BUDGET MEETING**



**Date:** Monday, February 8, 2016  
**Time:** 6:30 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

**MEMBERS PRESENT:** Reeve Neil Vincent  
Deputy Reeve James Campbell  
Councillor Ray Hallahan  
Councillor Yolanda Ritsema-Teeninga  
Councillor Trevor Seip  
Councillor Brock Vodden  
Councillor Bill Knott

**STAFF PRESENT:** Sharon Chambers, CAO  
Kathy Adams, Director of Corporate Services / Clerk  
Donna White, Director of Finance  
Kelly Church, Director of Public Works  
Tim Poole, Chief of Police  
Valerie Watson, Manager of Child Care Services  
Richard Al, Manager of Employee and Business Services

**OTHERS PRESENT:** Kelsey Dunbar, Advance Times  
Bob Pike, Brad Carther, Steve Hill, Brent Mills

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**1. Call to Order**

Reeve Vincent called the meeting to order at 6:30 PM.

**2. Confirmation of Agenda**

**M114/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT The Council of the Township of North Huron; accept the Agenda for the February 8th, 2016 Council meeting; as printed.*

**CARRIED**

**3. Disclosure of Pecuniary Interests**

None noted.

**4. Closed Session and Reporting Out****M115/16**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Knott

*THAT the Council of the Township of North Huron do hereby proceed at 6:30 PM to an In Camera Session (Closed to the Public) to discuss the following:*

- *A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:*
  1. *The meeting is held for the purpose of educating or training the members.*
  2. *At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee. 2006, c. 32, Sched. A, s. 103 (1).*

**CARRIED**

**M116/16**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Knott

*THAT the Council of the Township of North Huron agree to proceed to the Budget Meeting at 7:30 PM.*

**CARRIED**

CAO Sharon Chambers reported that during the Closed Session Councillors received iPad and eSCRIBE training.

**5. Overview and Process of 2016 Draft Budget**

Director of Finance, Donna White presented the 2016 Draft Budget overview and process.

**6. Department Schedule****6.1 Social and Family Services**

- Daycare Centre
- Early Learning
- Before & After Program - Maitland River
- Before & After Program - Sacred Heart
- Early Years

Director of Corporate Services / Clerk, Kathy Adams and Manager of Child Care Services, Valerie Watson presented Social and Family Services 2016 Draft Budget items.

Ms. Watson was thanked and departed.

## 6.2 Public Works

- Roads/Works
- Waste Department
- Street Lighting
- Cemeteries
- Drainage

Director of Public Works, Kelly Church presented the Public Works 2016 Draft Budget items.

Mr. Church was thanked and resumed his seat.

## 6.3 Environmental Services

- Sanitary Sewer
- Waterworks

Director of Finance, Donna White presented the Environmental Services 2016 Draft Budget items.

## 6.4 Protection to Persons and Property

- Building Department
- Property Standards
- Animal Control
- Police

Director of Corporate Services / Clerk, Kathy Adams presented the Building Department, Property Standards, and Animal Control 2016 Draft Budget items.

Chief of Police, Tim Poole presented the Wingham Police Service 2016 Draft Budget items.

6.5 Museum

Director of Corporate Services / Clerk, Kathy Adams presented the Museum 2016 Draft Budget items.

**7. Next Meeting**

Wednesday, February 10th, 2016 Budget Meeting #2 at 7:00 p.m. North Huron Council Chambers.

**8. Adjournment**

**M117/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** R. Hallahan

*THAT there being no further business before the Township of North Huron Council, the Public Meeting be hereby Adjourned at 9:06 PM.*

**CARRIED**

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Neil Vincent, Reeve

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Kathy Adams, Clerk

**MINUTES OF THE TOWNSHIP OF NORTH HURON  
SPECIAL COUNCIL MEETING**



**Date:** Tuesday, February 9, 2016  
**Time:** 10:37 a.m.  
**Location:** Wingham Knights of Columbus  
99 Kerr Drive  
Wingham, Ontario

**MEMBERS PRESENT:** Reeve Neil Vincent  
Deputy Reeve James Campbell  
Councillor Ray Hallahan  
Councillor Yolanda Ritsema-Teeninga  
Councillor Trevor Seip  
Councillor Brock Vodden  
Councillor Bill Knott

**STAFF PRESENT:** Sharon Chambers, CAO  
Richard Al, Manager of Employee and Business Services

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**1. CALL TO ORDER**

Reeve Vincent called the meeting to order at 10:37 AM.

**2. CONFIRMATION OF AGENDA**

**M118/16**

**MOVED BY:** J. Campbell

**SECONDED BY:** T. Seip

*THAT the Council of the Township of North Huron; accept the Agenda for the February 9th, 2016 Special Meeting of Council; as printed.*

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

None noted.

**4. CLOSED SESSION AND REPORTING OUT**

**M119/16**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron do hereby proceed at 10:40 AM to an In Camera Session (Closed to the Public) to discuss the following:*

- *Personal matters about an identifiable individual, including municipal or local board employees (Shared Services / Organizational Structure)*

**CARRIED**

**M120/16**

**MOVED BY:** J. Campbell

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron agree to proceed to the Regular Council meeting at 10:52 AM.*

**CARRIED**

**M121/16**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron hereby accepts the Costing Analysis Report and approves a Two Year Pilot Project for Shared Services for Public Works, Drainage Building and Property Standards with the Municipality of Morris Turnberry;*

*AND FURTHER THAT the CAO is authorized to hire Ward and Uptigrove Consultants to provide Human Resources advice to implement the project;*

*AND FURTHER THAT the CAO is instructed to work with Morris Turnberry Administrator/Clerk/Treasurer to move forward with implementation of the project.*

**CARRIED**

CAO Sharon Chambers reported that during the Closed Session Council was provided with information regarding the current Director of Public Works role in relation to the shared services transition.

**5. CONFIRMATORY BY-LAW**

**M122/16**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Vodden

*THAT By-law 20-2016; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first and second time.*

**CARRIED**

**M123/16**

**MOVED BY:** T. Seip

**SECONDED BY:** J. Campbell

*THAT By-law 20-2016; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.*

**CARRIED**

**6. ADJOURNMENT**

**M124/16**

**MOVED BY:** T. Seip

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 10:56 AM.*

**CARRIED**

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Neil Vincent, Reeve

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Sharon Chambers, Deputy Clerk

**MINUTES OF THE TOWNSHIP OF NORTH HURON  
BUDGET MEETING**



**Date:** Wednesday, February 10, 2016  
**Time:** 7:00 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

**MEMBERS PRESENT:** Reeve Neil Vincent  
Deputy Reeve James Campbell  
Councillor Ray Hallahan  
Councillor Yolanda Ritsema-Teeninga  
Councillor Trevor Seip  
Councillor Brock Vodden

**MEMBERS ABSENT:** Councillor Bill Knott

**STAFF PRESENT:** Sharon Chambers, CAO  
Kathy Adams, Director of Corporate Services / Clerk  
Donna White, Director of Finance  
Pat Newson, Director of Recreation and Facilities  
Richard Al, Manager of Employee and Business Services

**OTHERS PRESENT:** Bob Pike, Henry van Heesch, Steve Hill, Brad Carther, Brent Mills

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**1. Call to Order**

Reeve Vincent called the meeting to order at 7:00 PM.

**2. Confirmation of Agenda**

**M125/16**

**MOVED BY:** J. Campbell

**SECONDED BY:** T. Seip

*THAT The Council of the Township of North Huron; accept the Agenda for the February 10th, 2016 Budget meeting; as printed.*

**CARRIED**

**3. Disclosure of Pecuniary Interest**

None noted.

**4. Introduction**

Director of Finance, Donna White introduced Director of Recreation and Facilities, Pat Newson.



**5. Department Schedule**

**5.1 Recreation and Facilities**

- Capital Plan - 3 Year
- Airport Feasibility Study
- Operating Budget Review

Aquatics Supervisor, Kim Scholl provided an overview of the Aquatic Centre updating Council on ongoing pool liner and deck issues and presented the Aquatics 2016 Draft Budget items.

Ms. Scholl was thanked and departed.

Director of Recreation and Facilities, Pat Newson presented the Richard W. LeVan Airport Feasibility Study and the 2016 Draft Budget items.

**M126/16**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron hereby direct the Director of Recreation and Facilities to investigate partnership options with the Town of Goderich, Huron County, and the airport users group and bring a report back to Council.*

**CARRIED**

**6. Next Meeting**

Tuesday, February 16th, 2016 Regular Council Meeting at 7:00 PM in the North Huron Council Chambers

Wednesday, February 17th, 2016 Budget Meeting #3 at 7:00 PM in the North Huron Council Chambers

**7. Adjournment**

**M127/16**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT there being no further business before the Township of North Huron Council, the Budget Meeting be hereby Adjourned at 9:08 p.m.*

**CARRIED**

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Neil Vincent, Reeve

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Kathy Adams, Clerk

**MINUTES**  
**OF THE BLYTH BIA BOARD MEETING**  
**HELD AT THE BLYTH MEMORIAL COMMUNITY HALL**  
**WEDNESDAY, JANUARY 6, 2016 AT 8:00 A.M.**

**Board Members Present**

Rick Elliott, Chair  
Peter Gusso, Vice Chair  
Gary Vanleeuwen, Treasurer  
John Stewart, Secretary  
Irene Kellins  
Lissa Kolkman  
Averly Kikkert  
Cat O'Donnell  
Bill Knott

**Others in Attendance**

Connie Goodall, North Huron Economic Development Officer  
Denny Scott & Brenda Nyveld, The Citizen  
Bev Blair

**Call to Order, Welcome & Opening Remarks**

Chair Rick Elliott called the meeting to order at 8:02 a.m. and welcomed everyone.

**Declaration of Pecuniary Interests**            - None Declared

**Adoption of the Agenda**

**MOTION      BBIA01/16**

**MOVED:**      Gary Vanleeuwen

**SECONDED:** Averly Kikkert

*That the Blyth BIA Board hereby adopts the Agenda as presented.*

**DISPOSITION:** Motion Carried

**Delegations/Invited Guests**

Chair Rick Elliott introduced Bev Blair and invited her to make a presentation on behalf of the Blyth Witch's Walk.

She stated that the Witch's Walk had been an annual event in Blyth for fourteen years. The Witch's Walk is attended by about 2000 individuals annually. Admission is by donation and all proceeds after expenses are donated to various community charities. The event had been held on the Blyth Community Greenway Trail for the first 13 years but had been moved to a building at the Blyth Campgrounds due to weather and safety concerns. The event had been cancelled this past year due to safety concerns. She indicated that these concerns could be addressed this coming year as there was now adequate time to deal with the situation. She indicated that going forward the Witch's Walk Committee wished to become a sub-committee of the BBIA and asked what arrangements were required to do so.

Chair Rick Elliott stated that the Witch's Walk was an excellent community event. He advised that the BBIA Executive would meet with the Witch's Walk Committee to establish the Terms of Reference as required by the BBIA.

Bev Blair thanked the BBIA and she departed.

#### Minutes of the Previous Meeting

**MOTION      BBIA02/16**

MOVED:      Peter Gusso

SECONDED: Gary Vanleeuwen

*That the Blyth BIA Board hereby adopts the Minutes of the Board Meeting held December 2, 2015 as printed and circulated.*

DISPOSITION: Motion Carried

#### Treasurer's Report

(a) Treasurer's Report & 2016 Draft Budget

The Board reviewed the Draft Budget as presented by the Treasurer. Several recommendations were brought forward. The revised Draft Budget will be presented at February Board Meeting. The Final Budget will be adopted at the annual General Meeting.

(b) Adoption of Treasurer's Report

**MOTION      BBIA03/16**

MOVED:      Averly Kikkert

SECONDED: Irene Kellins

*That the Blyth BIA Board hereby adopts the Treasurer's Report as presented.*

DISPOSITION: Motion Carried

#### Business Arising From Previous Meetings

(a) Golden Ticket

Peter Gusso advised that ticket sales had went well. He will be collecting outstanding ticket stubs and the draw will be made on January 30<sup>th</sup>.

(b) BBIA House Decorating Contest – 2015

Irene Kellins reviewed her written report with the Board. She advised that the judging had taken place on December 17<sup>th</sup> and the judging had been done by herself, Sharon Davis and Steve Switzer. Six prizes had been awarded. A thank you has been sent to the local business which donated prizes.

(c) BIA National Conference – April 10-13, 2016, London. Full Registration \$499.00

## Correspondence

- (a) OBIAA – December Newsletter – forwarded to members
- (b) OBIAA – Seasons Greetings – forwarded to members
- (c) Wingham BIA, Minutes – October, 2015 Meeting

## Committee Reports

There were no Committee Reports brought forward.

## North Huron Economic Development Officer's Report

Connie Goodall, North Huron Economic Development Officer, advised that the Strategic Plan was nearing completion. After a final review it will be sent to Huron County.

## North Huron Council Report

Bill Knott, North Huron Councillor, advised that Council continues to work on the municipal Budget. Public Meetings for Budget review will be scheduled shortly. He also stated that due to expanded duties of the Provincial Ombudsman the municipality has developed a program for the North Huron website where ratepayers can submit requests or concerns. The municipality is obligated to act on these requests/concerns.

## New Business

- (a) Highway #4 in Blyth – A section of highway to be closed on Thurs., Jan. 7<sup>th</sup> from 9:30 a.m. to 2:00 p.m. in order to film a commercial promo video.

- (b) BBIA Annual General Meeting

The Board decided to hold the annual General Meeting on Wednesday, February 24<sup>th</sup> in the Bainton Gallery commencing at 7:00 p.m. An alternative date will be selected if the room is not available.

- (c) Family-Fun-Apalooza-Winter-Luge-Athon. BBIA Breakfast, Monday, February 15<sup>th</sup>, 9:00 am to 12:30 pm, Adults \$5.00 & Children 10 & under \$2.00.

Chair Rick Elliott advised that volunteers would be needed to assist with this breakfast.

- (d) EmployerOne Survey – open for input from January 1<sup>st</sup> to 31<sup>st</sup>. [www.planningboard.ca/survey](http://www.planningboard.ca/survey)

Connie Goodall advised that it is important for employers to complete the survey. The survey information is collected by the Four County Labour Market Planning Board and the results are used for economic development purposes.

## Coming Events

- (a) Bandstand Revisited '1960s Dance Party' – February 20<sup>th</sup> – Blyth Memorial Community Hall
- (b) Sears Drama Festival – February 28<sup>th</sup> to March 6<sup>th</sup> - Blyth Memorial Community Hall
- (c) Rural to Rural Conference – September 22-24, 2016

Next Meeting – Wednesday, February 3, 2016, 8:00 a.m.

Adjournment

**MOTION      BBIA04/16**

MOVED:      Gary Vanleeuwen

SECONDED: Irene Kellins

*That there being no further business before the Blyth BIA Board, the meeting be hereby Adjourned at 9:27 a.m.*

DISPOSITION: Motion Carried

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Rick Elliott, Chairperson

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John Stewart, Secretary

**MINUTES**  
**OF THE BLYTH BIA BOARD MEETING**  
**HELD AT THE BLYTH MEMORIAL COMMUNITY HALL**  
**WEDNESDAY, FEBRUARY 3, 2016 AT 8:00 A.M.**

**Board Members Present**

Rick Elliott, Chair  
Peter Gusso, Vice Chair  
Gary Vanleeuwen, Treasurer  
John Stewart, Secretary  
Irene Kellins  
Lissa Kolkman  
Averly Kikkert  
Cat O'Donnell  
Bill Knott

**Others in Attendance**

Brenda Nyveld, The Citizen

**Call to Order, Welcome & Opening Remarks**

Chair Rick Elliott called the meeting to order at 8:04 a.m. and welcomed everyone.

**Declaration of Pecuniary Interests**                      - None Declared

**Adoption of the Agenda**

**MOTION      BBIA05/16**

**MOVED:**      Irene Kellins

**SECONDED:** Gary Vanleeuwen

*That the Blyth BIA Board hereby adopts the Agenda as presented.*

**DISPOSITION:** Motion Carried

**Delegations/Invited Guests**                      - None in Attendance

**Minutes of the Previous Meeting**

**MOTION      BBIA06/16**

**MOVED:**      Irene Kellins

**SECONDED:** Gary Vanleeuwen

*That the Blyth BIA Board hereby adopts the Minutes of the Board Meeting held January 6, 2016 as printed, circulated and amended.*

**NOTE:** The Minutes of the January 6, 2016 Meeting have been amended as directed.

**Treasurer's Report**

**(a) Treasurer's Report & 2016 Draft Budget**

The Board reviewed the Draft Budget as presented by the Treasurer.

**MOTION      BBIA07/16**

**MOVED:**      Gary Vanleeuwen

**SECONDED:** Averly Kikkert

*That the Blyth BIA Board hereby adopts the 2016 Draft Budget as presented; and further that said Draft Budget be presented to the Blyth BIA Members at the Annual General Meeting.*

**DISPOSITION:** Motion Carried

(b) Purchase of Quick Books

**MOTION BBIA08/16**

MOVED: Lissa Kolkman

SECONDED: Irene Kellins

*That the Blyth BIA Board hereby authorizes and approves the purchase of Quick Books for the BBIA Treasurer at the approximate cost of \$100.00.*

DISPOSITION: Motion Carried

(c) Adoption of Treasurer's Report

**MOTION BBIA09/16**

MOVED: Gary Vanleeuwen

SECONDED: Averly Kikkert

*That the Blyth BIA Board hereby adopts the Treasurer's Report as presented.*

DISPOSITION: Motion Carried

Business Arising From Previous Meetings

(a) Golden Ticket

Peter Gusso announced that Chris Meier was the winner of Golden Ticket Draw. He advised that the anticipated profit from the draw would be approximately \$600.00.

(b) Family-Fun-Apalooza-Winter-Luge-Athon. BBIA Breakfast, Monday, February 15<sup>th</sup>, 9:00 am to 12:30 pm, Adults \$5.00 & Children 10 & under \$2.00 – Blyth & District Community Centre

Chair Rick Elliott directed the Secretary to send an email to the Blyth BIA Members requesting their assistance with the breakfast.

(c) BBIA Annual General Meeting – Tuesday, February 23, 2016, 7:00 p.m., Bainton Gallery

A copy of the BBIA Constitution & By-laws had been distributed to the Board and no proposed changes were forthcoming. The BBIA Constitution & By-laws will be circulated to the Blyth BIA Members prior to the Annual General Meeting.

(d) BIA National Conference – April 10-13, 2016, London. Full Registration \$499.00

The BIA National Conference Registration Form had been sent by email to the Board Members. The Registration Form will be circulated to the Blyth BIA Members prior to the Annual General Meeting.

Correspondence

(a) OBIAA – January Newsletter – forwarded to members

(b) OBIAA – BIA Handbook on the Accessibility for Ontarians with Disabilities Act

Committee Reports

(a) Streetfest

A discussion was held in respect to the Antique Car Show. The Board instructed the Blyth Lions Club to contact Randy Fraser, Antique Car Show Chair.

(b) Witches Walk

Chair Rick Elliott advised that he and Secretary Stewart had met with representatives of the Witches Walk Committee and we are awaiting the Committee's response.

## North Huron Economic Development Officer's Report

### North Huron Council Report

Councillor Bill Knott advised that North Huron Council is exploring the possibilities of shared services with neighbouring municipalities. He indicated that Council is investigating 'contracting out' Water Services. No decision has been made at this time. He stated that the municipality is waiting to hear on how the infrastructure funding promised during the Federal Election will be distributed to the lower tiers.

### New Business

#### (a) Police Services – OPP/North Huron

Councillor Bill Knott advised that there has been a considerable increase in the cost of OPP Policing. Council has requested information from the OPP in respect to the funding formula to determine costs and this information has not yet been provided. Once Council has had the opportunity to examine the OPP funding formula a comparison of policing costs and services provided can be undertaken for the OPP and North Huron Police Services.

#### (b) Blyth's 140<sup>th</sup> Anniversary – 2017

The Board indicated that a Committee will be established following the Annual General Meeting.

#### (c) Huron Tourism Association presents Board Governance Best Practices Workshop, Mon., Feb. 22<sup>nd</sup>, 9:00 am to 3:30 pm., Maitland Golf & Country Club - \$45.00 lunch included.

There were no members of the Board wishing to register at this time.

#### (d) Parking on Queen Street

Irene Kellins advised the Board that she had been contacted by a Queen Street business owner in respect to parking along Queen Street. The area in question was the corner of Queen & Dinsley. Contractors vehicles were parked near the corner & often past the 'No Parking Here to Corner' sign. It made it very difficult for vehicles turning from Dinsley onto Queen. The Contractor's vehicles were often parked for long periods of time which took up parking spaces which could be used for customers of the local businesses.

Chair Rick Elliott stated that he would investigate and attempt to resolve the situation.

#### (e) Sprinkler System

Chair Rick Elliott advised that a new commercial sprinkler system was being installed in a renovated downtown business. The company is called Tidal Wave. He stated that he would be happy to provide information on the company to all interested businesses.

#### (f) Habitat for Humanity

Gary Vanleeuwen advised that Habitat for Humanity is interested in building a house in Blyth. The group is looking for suitable building lots.

### Coming Events

- (a) Bandstand Revisited '1960s Dance Party' – February 20<sup>th</sup> – Blyth Memorial Community Hall
- (b) Blyth Lions Club – 6<sup>th</sup> Annual Snow Volleyball Tournament – Sat., Feb. 20<sup>th</sup> - Blyth Lions Park
- (c) Mudmen Celtic Concert, Fri., Feb. 26<sup>th</sup> – Blyth Memorial Community Hall
- (d) Sears Drama Festival – February 28<sup>th</sup> to March 6<sup>th</sup> - Blyth Memorial Community Hall
- (e) Rural to Rural Conference – September, 2016

Next Meeting – Wednesday, March 2, 2016, 8:00 a.m.



Adjournment

**MOTION      BBIA10/16**

MOVED:      Gary Vanleeuwen

SECONDED: Peter Gusso

*That there being no further business before the Blyth BIA Board, the meeting be hereby Adjourned at 9:32 a.m.*

DISPOSITION: Motion Carried

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Rick Elliott, Chairperson

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John Stewart, Secretary

**Wingham BIA Executive Meeting – Jan. 28, 2016, 7:00 p.m.**

**Present:** D. Tiffin, D. Wallace, J. Snyder, D. Kuyvenhoven, C. Goodall, Y. Ritsema-Teeninga , D. Peers, J. Schiestel, L. Hearnden

**Previous Minutes:**

- November BIA Exec minutes read and accepted. Moved by Doug K., 2<sup>nd</sup> by J. Snyder

**Finance:**

- Treasurer reviewed financials.
- Moved by D. Wallace , 2<sup>nd</sup> by D. Peers to transfer some of the allocated funds between categories and pay outstanding bills. Passed.
- Moved by D. Peers, 2<sup>nd</sup> by D. Kuyvenhoven to accept the financial report. Passed.
- Reviewed draft budget for 2016. Moved by Doug K., 2<sup>nd</sup> by Dave P. to approve the draft budget. Passed.

**Town Hall Theatre:**

- Fundraising concert at Maitland River Church on Jan. 31 at 2:30
- Council has mandated that the full amount of renovations be covered before beginning work. Goal is \$120,000.

**Website:**

- Website Malware problem was cleaned up by the designer.
- Layout of business directory entries has been updated.

**AGM**

- Extra BIA Executive meeting scheduled for Feb. 18 at 7:00 pm to prep AGM.
- BIA General meeting for that morning will be cancelled, advising membership to attend the AGM on the 25<sup>th</sup>.

Adjourned at 8:45 p.m.



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Sharon Chambers  
**DATE:** 16/02/2016  
**SUBJECT:** Department Activity  
**ATTACHMENTS:** None

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accepts the February 16, 2016 Activity report of the CAO for information purposes.

### **EXECUTIVE SUMMARY**

The CAO provides updates on activities within the Administration Department and the overall operations of the Township

### **DISCUSSION**

- Economic Development Strategic Plan:** This project was pushed back due to time constraints resulting from the Shared Services Project. The final draft of the Economic Development Strategy has been completed by the Core Team. The CAO would like to do a final review and obtain feedback from the Economic Development Strategic Planning Committee before submitting to Council for final approval. The CAO has been asked to be part of a presentation at the ROMA/OGRA conference about the Huron County Economic Development Strategic Planning Project, giving the perspective of lower tier municipality's experience through the process. The presentation will take place from 2:00 to 3:15 p.m. in the Manitoba Room, Main Mezzanine on February 23, 2016.
- North Huron/Morris Turnberry Shared Services Project:** CAO Chambers and CAO Michie will continue to meet with Ward and Uptigrove over the next two weeks to discuss Human Resources issues related to the Shared Services Project. A Shared Services Working Group meeting will be held on February 19<sup>th</sup> to discuss next steps and progress. Ward and Uptigrove has started the recruitment process for a Director of Public Works. The deadline for submission of applications is Friday, February 26<sup>th</sup>.
- Ontario Provincial Police Cost Estimate:** The CAO was contacted by Kevin Hummel, Sergeant Kevin Hummel, Municipal Policing Bureau - Ontario Provincial Police regarding the Township's request for OPP costing. Sergeant Hummel advised that North Huron has been placed in the third grouping of municipalities requesting an estimate, and that it would be later in 2016 before the North Huron request would be considered.

### **FINANCIAL IMPACT**

N/A

### **FUTURE CONSIDERATIONS**

N/A

**RELATIONSHIP TO STRATEGIC PLAN**

Goal #4 – Our Administration is fiscally responsible and strives for operational excellence

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Sharon Chambers, CAO

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 042192 Date 12/02/2016 Amount 6,575.91</b>				
000427 MINISTER OF FINANCE	01-31-2016	04/02/2016	EHT - JANUARY REMITTANCE	6,575.91
			Invoice Count 1 Total	6,575.91
<b>Cheque 042193 Date 12/02/2016 Amount 3,093.66</b>				
000535 RECEIVER GENERAL	4462	31/12/2015	ROADS- EQUIP REPAIRS	3,093.66
			Invoice Count 1 Total	3,093.66
<b>Cheque 042194 Date 12/02/2016 Amount 114.13</b>				
000002 ACAPULCO POOLS LIMITED	I000557	11/02/2016	AQUATICS SUPPLIES	114.13
			Invoice Count 1 Total	114.13
<b>Cheque 042195 Date 12/02/2016 Amount 4,719.59</b>				
001490 ALLAN AVIS ARCHITECHT	4880	31/12/2015	COMPLEX- ROOF FEES	4,719.59
			Invoice Count 1 Total	4,719.59
<b>Cheque 042196 Date 12/02/2016 Amount 114.02</b>				
001987 ALLSTREAM INC	17187966	05/02/2016	ROADS- TELEPHONE	60.74
001987 ALLSTREAM INC	17187964	11/02/2016	CEMETERY-TELEPHONE	53.28
			Invoice Count 2 Total	114.02
<b>Cheque 042197 Date 12/02/2016 Amount 1,205.83</b>				
003499 ALTRUCK INTL TRUCK CENTRES	D-260270042	09/02/2016	ROADS- EQUIP REPAIRS	1,205.83
			Invoice Count 1 Total	1,205.83
<b>Cheque 042198 Date 12/02/2016 Amount 131.08</b>				
000015 AMCTO	1-27-2016-R	11/02/2016	ONTARIO MUNICIPAL DIREC	131.08
			Invoice Count 1 Total	131.08
<b>Cheque 042199 Date 12/02/2016 Amount 22.60</b>				
004473 ASHTON WARD	383355	08/02/2016	REFUND-BOXING	22.60
			Invoice Count 1 Total	22.60
<b>Cheque 042200 Date 12/02/2016 Amount 378.55</b>				
000053 BELL MOBILITY	January 2016	08/02/2016	POLICE -CELL PHONE	378.55
			Invoice Count 1 Total	378.55
<b>Cheque 042201 Date 12/02/2016 Amount 540.00</b>				
003711 BFL CANADA	42794	31/12/2015	INSURANCE-FACILITY USER\$	540.00
			Invoice Count 1 Total	540.00
<b>Cheque 042202 Date 12/02/2016 Amount 51.30</b>				
003441 BILL KNOTT	1-31-2016	09/02/2016	JANUARY MILEAGE	51.30
			Invoice Count 1 Total	51.30

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Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 042203 Date 12/02/2016 Amount 37.71</b>				
001209 BLYTH BUILDING SUPPLIES LTD.	811	05/02/2016	ARENA/HALL B- TARP	25.98
001209 BLYTH BUILDING SUPPLIES LTD.	946	05/02/2016	ARENA/HALL B - SAW BLADE	11.73
		Invoice Count	2 Total	37.71
<b>Cheque 042204 Date 12/02/2016 Amount 3,614.33</b>				
000072 BLYTH PRINTING INC.	25308	31/12/2015	DECEMBER INVOICE	3,614.33
		Invoice Count	1 Total	3,614.33
<b>Cheque 042205 Date 12/02/2016 Amount 51.30</b>				
002066 BROCK VODDEN	January 2016	08/02/2016	JANUARY MILEAGE	51.30
		Invoice Count	1 Total	51.30
<b>Cheque 042206 Date 12/02/2016 Amount 3,142.57</b>				
000099 CANADIAN RED CROSS	IN00314172	08/02/2016	REC-BABYSITTER COURSE	551.12
000099 CANADIAN RED CROSS	IN00313728	09/02/2016	ESTC-FIRST AID/CPR COURSE	2,591.45
		Invoice Count	2 Total	3,142.57
<b>Cheque 042207 Date 12/02/2016 Amount 329.96</b>				
003097 CARLETON UNIFORMS INC	65432	08/02/2016	FIRE-UNIFORM PANTS	329.96
		Invoice Count	1 Total	329.96
<b>Cheque 042208 Date 12/02/2016 Amount 15.25</b>				
001557 CAROL MACPHERSON	2-8-2016	09/02/2016	DAY CARE -SUPPLIES	15.25
		Invoice Count	1 Total	15.25
<b>Cheque 042209 Date 12/02/2016 Amount 174.38</b>				
003997 CDW CANADA INC	BRV6730	05/02/2016	FIRE-USB CABLE	31.81
003997 CDW CANADA INC	BRZ9237	05/02/2016	DC/REC/FIRE-COMPUTER SU	142.57
		Invoice Count	2 Total	174.38
<b>Cheque 042210 Date 12/02/2016 Amount 9,575.23</b>				
000140 CIBC VISA	1312726249	31/12/2015	I-PADS-COUNCIL	1,667.88
000140 CIBC VISA	1312793310	31/12/2015	WALMART-I-PADS- COUNCIL	1,667.88
000140 CIBC VISA	1-12-2016	10/02/2016	ADMIN-I-PAD PROTECTIVE C	69.99
000140 CIBC VISA	SurveyMonkey	10/02/2016	EC DEV- SUBSCRIPTION	25.00
000140 CIBC VISA	97229	10/02/2016	CBO-BUILDING CODE TRAINI	395.50
000140 CIBC VISA	97230	10/02/2016	CBO-LARGE BUILDING	593.25
000140 CIBC VISA	AirServer	10/02/2016	ADMIN-SOFTWARE LICENCE	24.99
000140 CIBC VISA	1-5-2016	10/02/2016	PESTICIDE EXTERMINATOR I	90.00
000140 CIBC VISA	2016-OGRA	10/02/2016	KELLY CHURCH REGISTRATI	740.15
000140 CIBC VISA	OGRA-2016	10/02/2016	SHARON CHAMBERS-REGIS	740.15
000140 CIBC VISA	OGRA-2016 Council	10/02/2016	COUNCIL-REGISTRATION	2,220.45
000140 CIBC VISA	OFRA-1-5-2016	11/02/2016	ARENA W LOGBOOKS	141.25
000140 CIBC VISA	CONSTANT CONTACT J	11/02/2016	ESTC-EMAIL MARKETING	57.01
000140 CIBC VISA	HI MAMA 1307	11/02/2016	WEBSITE-SUBSCRIPTION	32.77
000140 CIBC VISA	AMAZON 2612	11/02/2016	ADMIN-COUNCIL IPAD CASE	384.90
000140 CIBC VISA	5209001	11/02/2016	CBO CODE BOOKS	441.56

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Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000140 CIBC VISA	CIBC VISA	11/02/2016	CORP. OF THE COU-STRATF	282.50
			Invoice Count 17 Total	9,575.23
<b>Cheque 042211</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>469.33</b>	
001837 CJ JOHNSTON OFFICE SOLUTIONS	31147C	08/02/2016	POLICE-OFFICE SUPPLIES	469.33
			Invoice Count 1 Total	469.33
<b>Cheque 042212</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>510.67</b>	
000151 COCA COLA REFRESHMENTS CANADA	95720803	11/02/2016	CONC W- SUPPLIES	510.67
			Invoice Count 1 Total	510.67
<b>Cheque 042213</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>1,370.63</b>	
000152 COLDSTREAM CONCRETE	84381	31/12/2015	ROADS-WESTMORELAND GR	1,370.63
			Invoice Count 1 Total	1,370.63
<b>Cheque 042214</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>620.00</b>	
002619 COMMUNITY AIRPORTS GROUP ONTARI	MEM16-20	11/02/2016	CAGO-2016 MEMBERSHIP	620.00
			Invoice Count 1 Total	620.00
<b>Cheque 042215</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>2,440.80</b>	
002331 CON-VOI SEPTIC CLEANING	2573	31/12/2015	LANDFILL-PORTABLE TOILET	2,440.80
			Invoice Count 1 Total	2,440.80
<b>Cheque 042216</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>94.50</b>	
000155 CONNIE GOODALL	January 2016	08/02/2016	JANUARY MILEAGE	94.50
			Invoice Count 1 Total	94.50
<b>Cheque 042217</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>669.88</b>	
004392 CORE MARK	280268	08/02/2016	CONC B/W SUPPLIES	669.88
			Invoice Count 1 Total	669.88
<b>Cheque 042218</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>4,640.00</b>	
000159 COUNTY OF HURON	2-3-2016	31/12/2015	JULY 1-DEC. 31 PLANNING FE	4,640.00
			Invoice Count 1 Total	4,640.00
<b>Cheque 042219</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>1,650.00</b>	
003738 DAN BAILEY	11	08/02/2016	REMOVAL OF LIVE RACCOON	75.00
003738 DAN BAILEY	12-2016	11/02/2016	REMOVAL OF NUISANCE BEA	1,575.00
			Invoice Count 2 Total	1,650.00
<b>Cheque 042220</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>3,745.32</b>	
003299 DARCH FIRE	58766	10/02/2016	FIRE- HOSE AND CAPS	3,053.83
003299 DARCH FIRE	58826	11/02/2016	FIRE-FOAM	691.49
			Invoice Count 2 Total	3,745.32

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Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 042221 Date 12/02/2016 Amount 1,073.50</b>				
004090 DATAFIX	6527	08/02/2016	ADMIN-VOTER LIST SERVICE	1,073.50
			Invoice Count 1 Total	1,073.50
<b>Cheque 042222 Date 12/02/2016 Amount 200.93</b>				
001044 DAVTECH ANALYTICAL SERVICES	SI-82362	08/02/2016	POLICE- EVIDENCE BAGS	200.93
			Invoice Count 1 Total	200.93
<b>Cheque 042223 Date 12/02/2016 Amount 3,004.04</b>				
000885 DEAN'S VALU-MART	641-5973	05/02/2016	BASH- FOOD SUPPLIES	116.25
000885 DEAN'S VALU-MART	641-6016	05/02/2016	BASH-FOOD SUPPLIES	195.05
000885 DEAN'S VALU-MART	641-3417	05/02/2016	DAY CARE-FOOD SUPPLIES	407.78
000885 DEAN'S VALU-MART	641-1459	05/02/2016	DAY CARE- FOOD SUPPLIES	242.95
000885 DEAN'S VALU-MART	641-2070	05/02/2016	DAY CARE- FOOD SUPPLIES	270.22
000885 DEAN'S VALU-MART	641-7578	05/02/2016	DAY CARE -FOOD SUPPLIES	319.52
000885 DEAN'S VALU-MART	641-6986	05/02/2016	BAMR-FOOD SUPPLIES	88.29
000885 DEAN'S VALU-MART	641-4161	05/02/2016	BAMR-FOOD SUPPLIES	168.98
000885 DEAN'S VALU-MART	641-3042	05/02/2016	BASH-FOOD SUPPLIES	90.06
000885 DEAN'S VALU-MART	641-6652	05/02/2016	DAY CARE- FOOD SUPPLIES	314.25
000885 DEAN'S VALU-MART	641-5265	09/02/2016	DAY CARE -FOOD SUPPLIES	468.94
000885 DEAN'S VALU-MART	641-4313	09/02/2016	EL-FOOD SUPPLIES	67.32
000885 DEAN'S VALU-MART	641-5857	09/02/2016	BAMR-FOOD SUPPLIES	106.57
000885 DEAN'S VALU-MART	641-5279	09/02/2016	EL-FOOD SUPPLIES	115.00
000885 DEAN'S VALU-MART	641-5591	10/02/2016	OEE-FOOD SUPPLIES	9.75
000885 DEAN'S VALU-MART	642-5649	11/02/2016	COMPLEX JANITORIAL SUPP	23.11
			Invoice Count 16 Total	3,004.04
<b>Cheque 042224 Date 12/02/2016 Amount 1,611.81</b>				
000186 DELTA ELEVATOR COMPANY LTD	9138288	05/02/2016	COMPLEX - ELEVATOR MAIN	469.19
000186 DELTA ELEVATOR COMPANY LTD	9138287	05/02/2016	TOWN HALL ELEVATOR MAIN	470.41
000186 DELTA ELEVATOR COMPANY LTD	9137525	11/02/2016	ARENA W-REPAIR	672.21
			Invoice Count 3 Total	1,611.81
<b>Cheque 042225 Date 12/02/2016 Amount 52.89</b>				
004474 DIANE DEJONG	383354	08/02/2016	REFUND- SWIM LESSONS CA	52.89
			Invoice Count 1 Total	52.89
<b>Cheque 042226 Date 12/02/2016 Amount 8,768.37</b>				
000074 FOXTON FUELS LIMITED	278073	09/02/2016	CBO-FUEL	71.65
000074 FOXTON FUELS LIMITED	278605	09/02/2016	LANDFILL-COMPACTOR FUEL	199.51
000074 FOXTON FUELS LIMITED	276448	09/02/2016	LANDFILL-COMPACTOR FUEL	204.64
000074 FOXTON FUELS LIMITED	275905	09/02/2016	WORKS-FUEL	688.02
000074 FOXTON FUELS LIMITED	277206	09/02/2016	WORKS-FUEL	1,656.22
000074 FOXTON FUELS LIMITED	276857	09/02/2016	ROADS- FUEL ADDITIVES	209.12
000074 FOXTON FUELS LIMITED	276200	09/02/2016	ROADS-FUEL ADDITIVE	44.04
000074 FOXTON FUELS LIMITED	277345	09/02/2016	ROADS-GEAR OIL/GREASE	57.04
000074 FOXTON FUELS LIMITED	277096	09/02/2016	ROADS-GREASE	37.65
000074 FOXTON FUELS LIMITED	277261	09/02/2016	ROADS-ATF FLUID	472.34
000074 FOXTON FUELS LIMITED	278502	09/02/2016	PARKS W-ROADS-FUEL	3,578.05
000074 FOXTON FUELS LIMITED	278134	10/02/2016	W - FIRE-FUEL	425.24



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Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000074 FOXTON FUELS LIMITED	278168	11/02/2016	POLICE-FUEL	1,124.85
		Invoice Count	13 Total	8,768.37
<b>Cheque 042227</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>295.06</b>	
001590 G & K SERVICES CANADA INC.	1518513695	08/02/2016	ARENA B -MATS	119.53
001590 G & K SERVICES CANADA INC.	1518518343	08/02/2016	ESTC- MATS	56.00
001590 G & K SERVICES CANADA INC.	1518523043	08/02/2016	ARENA B- MATS	119.53
		Invoice Count	3 Total	295.06
<b>Cheque 042228</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>826.48</b>	
000237 GEORGIAN BAY FIRE & SAFETY LTD	681507	08/02/2016	ARENA B- FIRE ALARM INPEC	656.98
000237 GEORGIAN BAY FIRE & SAFETY LTD	681049	10/02/2016	W FIRE-EQUIP REPAIRS	169.50
		Invoice Count	2 Total	826.48
<b>Cheque 042229</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>88.41</b>	
000273 H.O. JERRY (1983) LTD	207506	09/02/2016	ESTC-NAPKINS	88.41
		Invoice Count	1 Total	88.41
<b>Cheque 042230</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>384.20</b>	
000256 HAROLD METCALFE	205	31/12/2015	CEMETERY- NOV. 23/15	96.05
000256 HAROLD METCALFE	206	31/12/2015	ROADS- DIGGING OUT ASPH.	288.15
		Invoice Count	2 Total	384.20
<b>Cheque 042231</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>40.28</b>	
000266 HELM WELDING (1983) LIMITED	52676	08/02/2016	ROADS-EQUIP REPAIRS	40.28
		Invoice Count	1 Total	40.28
<b>Cheque 042232</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>121.80</b>	
000274 HORTON'S DAIRY	48231	05/02/2016	B &A-MR-DAIRY SUPPLIES	121.80
		Invoice Count	1 Total	121.80
<b>Cheque 042233</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>191.90</b>	
003281 HOWSON TRANSPORTATION INC	3312464	10/02/2016	JANUARY FUEL- FIRE B	191.90
		Invoice Count	1 Total	191.90
<b>Cheque 042234</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>1,477.31</b>	
002988 HURON COUNTY MUTUAL FIRE AID	1-22-2016	10/02/2016	FPO-FIRE PREVENTION CAM	1,000.00
002988 HURON COUNTY MUTUAL FIRE AID	22-1-2016	10/02/2016	MUTUAL FIRE AID DUES	477.31
		Invoice Count	2 Total	1,477.31
<b>Cheque 042235</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>176.01</b>	
000290 HURONIA WELDING & INDUSTRIAL	109784	09/02/2016	ESTC-COMPRESSED NITROG	176.01
		Invoice Count	1 Total	176.01
<b>Cheque 042236</b>	<b>Date 12/02/2016</b>	<b>Amount</b>	<b>220.54</b>	
000296 IDEAL SUPPLY COMPANY LTD	1983322	11/02/2016	FIRE-LIGHTS	76.12

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Number	Name	Number	Date	Description	Amount
000296	IDEAL SUPPLY COMPANY LTD	1967183	11/02/2016	ROADS-OIL ABSORBANT	31.92
000296	IDEAL SUPPLY COMPANY LTD	1969461	11/02/2016	TOWN HALL-BATTERY	61.45
000296	IDEAL SUPPLY COMPANY LTD	1942557	11/02/2016	FIRE-RADIO WIRES	51.05
				Invoice Count	4 Total 220.54
<b>Cheque 042237 Date 12/02/2016 Amount 49.50</b>					
000306	JAMES CAMPBELL	Jan 2016	08/02/2016	JANUARY MILEAGE	49.50
				Invoice Count	1 Total 49.50
<b>Cheque 042238 Date 12/02/2016 Amount 3,760.38</b>					
000322	JOE KERR LTD	W44631	08/02/2016	FIRE-UNIT L2	1,382.86
000322	JOE KERR LTD	17400	09/02/2016	ROADS- TRI-AXLE RENTAL-J/	2,576.40
000322	JOE KERR LTD	W44588C	10/02/2016	CREDIT FOR CORE RETURN	-198.88
				Invoice Count	3 Total 3,760.38
<b>Cheque 042239 Date 12/02/2016 Amount 96.05</b>					
000321	JOE'S AUTOMOTIVE	38666	11/02/2016	POLICE-O4 FORD TAURUS	45.20
000321	JOE'S AUTOMOTIVE	38678	11/02/2016	POLICE-2011 CROWN VIC RE	50.85
				Invoice Count	2 Total 96.05
<b>Cheque 042240 Date 12/02/2016 Amount 12.33</b>					
000332	JOYCE WILLIAMSON	1-28-2016	05/02/2016	DC- SUPPLIES	12.33
				Invoice Count	1 Total 12.33
<b>Cheque 042241 Date 12/02/2016 Amount 1,405.56</b>					
0003750	KIDZGROUP DISTRIBUTION INC	439307	08/02/2016	DC-SUPPLIES	545.39
0003750	KIDZGROUP DISTRIBUTION INC	439733	09/02/2016	BAMR-SUPPLIES	860.17
				Invoice Count	2 Total 1,405.56
<b>Cheque 042242 Date 12/02/2016 Amount 2,032.77</b>					
000352	KITSUPPLY	133750	05/02/2016	DAY CARE - JANITORIAL SUP	141.07
000352	KITSUPPLY	134102	11/02/2016	POLICE-JANITORIAL SUPPLIE	351.41
000352	KITSUPPLY	134104	11/02/2016	TOWN HALL JANITORIAL SUP	376.44
000352	KITSUPPLY	134094	11/02/2016	ARENA W- EQUIP REPAIR	200.64
000352	KITSUPPLY	134105	11/02/2016	MUSEUM-JANITORIAL SUPPL	171.17
000352	KITSUPPLY	134103	11/02/2016	LIBRARY JANITORIAL SUPPL	390.43
000352	KITSUPPLY	134101	11/02/2016	ARENA W-JANITORIAL SUPPI	401.61
				Invoice Count	7 Total 2,032.77
<b>Cheque 042243 Date 12/02/2016 Amount 40.00</b>					
000353	KNIGHTS OF COLUMBUS	2-1-2016	08/02/2016	SATELLITE REIMBURSEMENT	40.00
				Invoice Count	1 Total 40.00
<b>Cheque 042244 Date 12/02/2016 Amount 47.53</b>					
000372	LIFESAVING SOCIETY	M111067	11/02/2016	AQUATICS-POOL REGULATIC	47.53
				Invoice Count	1 Total 47.53

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Number	Name	Number	Date	Description	Amount
<b>Cheque 042245</b>		<b>Date 12/02/2016</b>	<b>Amount</b>	<b>141.25</b>	
000420	MGM TOWNSEND TIRE	IN034700	05/02/2016	ROADS-REPAIRS-JD LOADER	141.25
				Invoice Count 1 Total	141.25
<b>Cheque 042246</b>		<b>Date 12/02/2016</b>	<b>Amount</b>	<b>2,679.88</b>	
000421	MICROAGE BASICS	161234	11/02/2016	PLOICE OFFICE SUPPLIES	67.78
000421	MICROAGE BASICS	380242	11/02/2016	EC-DEV-TONER CARTRIDGE	90.28
000421	MICROAGE BASICS	160385	11/02/2016	DC-PAGE PROTECTORS	40.66
000421	MICROAGE BASICS	160445	11/02/2016	EC-DEV-DIARY/NOTEBOOK	23.37
000421	MICROAGE BASICS	378583	11/02/2016	DC-DAILY PLANNER	9.03
000421	MICROAGE BASICS	378591	11/02/2016	ESTC-BINDERS	202.10
000421	MICROAGE BASICS	378683	11/02/2016	ESTC-BINDERS	6.61
000421	MICROAGE BASICS	378740	11/02/2016	ESTC-PAPER DYMO	66.05
000421	MICROAGE BASICS	160889	11/02/2016	EY-TONER CARTRIDGES	443.14
000421	MICROAGE BASICS	160908	11/02/2016	ARENA/HALL B- OFFICE SUP	27.23
000421	MICROAGE BASICS	378948	11/02/2016	ESTC-BINDERS	72.72
000421	MICROAGE BASICS	378966	11/02/2016	BAMR-OFFICE SUPPLIES	145.57
000421	MICROAGE BASICS	161379	11/02/2016	ROADS-OFFICE SUPPLIES	22.62
000421	MICROAGE BASICS	161384	11/02/2016	REC/COMPLEX ADMIN-OFFIC	40.42
000421	MICROAGE BASICS	161559	11/02/2016	BAMR-SUPPLIES	23.14
000421	MICROAGE BASICS	379143	11/02/2016	OEY-BINDING CASES	43.73
000421	MICROAGE BASICS	162057	11/02/2016	BAMR-SUPPLIES	12.14
000421	MICROAGE BASICS	379322	11/02/2016	DAY CARE- QUICKNOTES WE	27.11
000421	MICROAGE BASICS	379369	11/02/2016	REC/COMPLEX ADMIN-OFFIC	72.28
000421	MICROAGE BASICS	379588	11/02/2016	ESTC-BINDERS	105.77
000421	MICROAGE BASICS	379589	11/02/2016	ESTC-BINDERS	39.66
000421	MICROAGE BASICS	162496	11/02/2016	ARENA B- OFFICE SUPPLIES	57.99
000421	MICROAGE BASICS	162654	11/02/2016	FITNESS - TONER CARTRIDG	90.28
000421	MICROAGE BASICS	379729	11/02/2016	REC ADMIN ADVERTISING	77.29
000421	MICROAGE BASICS	379779	11/02/2016	BAMR-EPSON PICTUREMATE	112.98
000421	MICROAGE BASICS	162937	11/02/2016	EL-PAGE PROTECTORS	40.66
000421	MICROAGE BASICS	162981	11/02/2016	OEY-LAMINATING SERVICE	40.54
000421	MICROAGE BASICS	163305	11/02/2016	FIRE-LABELS	21.36
000421	MICROAGE BASICS	379933	11/02/2016	REC ADMIN-ADVERTISING	164.25
000421	MICROAGE BASICS	380084	11/02/2016	REC ADMIN-ADVERTISING	48.31
000421	MICROAGE BASICS	163582	11/02/2016	DAY CARE-OFFICE SUPPLIES	40.39
000421	MICROAGE BASICS	163643	11/02/2016	REC PROGRAMS-PAPER	15.24
000421	MICROAGE BASICS	380124	11/02/2016	REC/COMPLEX ADMIN-BINDE	67.12
000421	MICROAGE BASICS	380125	11/02/2016	REC/COMP ADMIN-OFFICE SI	87.73
000421	MICROAGE BASICS	380205	11/02/2016	ADMIN-OFFICE SUPPLIES	230.44
000421	MICROAGE BASICS	164036	11/02/2016	OEY-SUPPLIES	3.89
				Invoice Count 36 Total	2,679.88
<b>Cheque 042247</b>		<b>Date 12/02/2016</b>	<b>Amount</b>	<b>204.87</b>	
000924	MIDWESTERN COMMUNICATIONS	160129-0113	05/02/2016	OEY-JANUARY METER BILLIN	46.52
000924	MIDWESTERN COMMUNICATIONS	160129-0178	10/02/2016	FIRE-METER CHARGE	62.33
000924	MIDWESTERN COMMUNICATIONS	160129-0173	11/02/2016	POLICE-METER CHARGE	96.02
				Invoice Count 3 Total	204.87
<b>Cheque 042248</b>		<b>Date 12/02/2016</b>	<b>Amount</b>	<b>1,200.00</b>	

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000427 MINISTER OF FINANCE	1-29-2016	08/02/2016	MARRIAGE LICENCES - 25	1,200.00
			Invoice Count 1 Total	1,200.00
<b>Cheque 042249 Date 12/02/2016 Amount 22,016.54</b>				
000431 MINISTER OF FINANCE	December 2015	31/12/2015	POLICE-DECEMBER OPP BILI	20,215.00
000431 MINISTER OF FINANCE	17200116043	31/12/2015	4TH QTR OPTIC BILLING-POL	1,736.54
000431 MINISTER OF FINANCE	17120116113	10/02/2016	FIRE-REGISTRATION FEE	65.00
			Invoice Count 3 Total	22,016.54
<b>Cheque 042250 Date 12/02/2016 Amount 169.81</b>				
000629 MORAN MECHANICAL AND ELECTRICAL	1000010203	10/02/2016	FIRE-REPAIR PLUMBING	169.81
			Invoice Count 1 Total	169.81
<b>Cheque 042251 Date 12/02/2016 Amount 35,004.79</b>				
000444 MUNICIPALITY OF MORRIS TURNBERR	3956	31/12/2015	INDUSTRIAL LAND STRATEG	35,004.79
			Invoice Count 1 Total	35,004.79
<b>Cheque 042252 Date 12/02/2016 Amount 204.21</b>				
001215 NEIL VINCENT	2-8-2016	09/02/2016	TRAINFARE- COUNCIL	81.36
001215 NEIL VINCENT	2-2-2016	09/02/2016	JANUARY MILEAGE	122.85
			Invoice Count 2 Total	204.21
<b>Cheque 042253 Date 12/02/2016 Amount 57,231.88</b>				
000473 OMERS	1-31-2016	09/02/2016	JANUARY REMITTANCE	57,231.88
			Invoice Count 1 Total	57,231.88
<b>Cheque 042254 Date 12/02/2016 Amount 814.73</b>				
000471 ONTARIO GOOD ROADS ASSOCIATION	37311	08/02/2016	2016 OGRA MEMBERSHIP	814.73
			Invoice Count 1 Total	814.73
<b>Cheque 042255 Date 12/02/2016 Amount 6,625.34</b>				
003138 OWEN SOUND POLICE SERVICES	2425-16	08/02/2016	FIRE-DISPATCH SERVICE	4,616.10
003138 OWEN SOUND POLICE SERVICES	2449-16	08/02/2016	POLICE-GPS TRACKING SYS	33.90
003138 OWEN SOUND POLICE SERVICES	2459-16	11/02/2016	POLICE-DISPATCH SERVICE	1,975.34
			Invoice Count 3 Total	6,625.34
<b>Cheque 042256 Date 12/02/2016 Amount 91.43</b>				
001314 PETTY CASH-WINGHAM EARLY YRS	338145	05/02/2016	EARLY YEARS PETTY CASH	91.43
			Invoice Count 1 Total	91.43
<b>Cheque 042257 Date 12/02/2016 Amount 94.92</b>				
003284 PPE SOLUTIONS INC	4107	10/02/2016	FIRE-GLOVES	94.92
			Invoice Count 1 Total	94.92
<b>Cheque 042258 Date 12/02/2016 Amount 12.97</b>				

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000520 PUROLATOR COURIER LTD	430188403	11/02/2016	POLICE-COURIER SERVICE	12.97
			Invoice Count 1 Total	12.97
<b>Cheque 042259</b>	<b>Date 12/02/2016</b>	<b>Amount 201.27</b>		
003875 QUEENS BAKERY	I-55085	09/02/2016	ESTC- FOOD	31.27
003875 QUEENS BAKERY	I-55319	09/02/2016	ESTC- FOOD-JHSC	170.00
			Invoice Count 2 Total	201.27
<b>Cheque 042260</b>	<b>Date 12/02/2016</b>	<b>Amount 1,945.33</b>		
000542 R.J. BURNSIDE & ASSOCIATES	LNE085790.2015-9	31/12/2015	W LANDFILL- ANNUAL PROGI	1,445.45
000542 R.J. BURNSIDE & ASSOCIATES	LNE085780.2015-8	31/12/2015	E/W LANDFILL WORK PROGR	499.88
			Invoice Count 2 Total	1,945.33
<b>Cheque 042261</b>	<b>Date 12/02/2016</b>	<b>Amount 607.50</b>		
003420 RADFORD GROUP LTD	January Statement	08/02/2016	ARENA B-FUEL	49.50
003420 RADFORD GROUP LTD	Jan. Statement 2016	09/02/2016	ROADS-FUEL	558.00
			Invoice Count 2 Total	607.50
<b>Cheque 042262</b>	<b>Date 12/02/2016</b>	<b>Amount 44.10</b>		
003439 RAY HALLAHAN	1-31-2016	12/02/2016	JANUARY MILEAGE	44.10
			Invoice Count 1 Total	44.10
<b>Cheque 042263</b>	<b>Date 12/02/2016</b>	<b>Amount 45,042.65</b>		
000535 RECEIVER GENERAL	2-11-2016 FT	10/02/2016	FT PAYROLL REMITTANCE	37,274.74
000535 RECEIVER GENERAL	2-11-2016-pt	10/02/2016	PT-PAYROLL REMITTANCE	7,551.11
000535 RECEIVER GENERAL	12-11-2016-Council	10/02/2016	COUNCIL PAYROLL REMITTA	216.80
			Invoice Count 3 Total	45,042.65
<b>Cheque 042264</b>	<b>Date 12/02/2016</b>	<b>Amount 169.50</b>		
000538 RESURFICE CORP	79266	08/02/2016	ARENA W- VAC HOSE	169.50
			Invoice Count 1 Total	169.50
<b>Cheque 042265</b>	<b>Date 12/02/2016</b>	<b>Amount 349.28</b>		
004198 RICCO FOOD DISTRIBUTOR	3000317	11/02/2016	CONC W -SUPPLIES	349.28
			Invoice Count 1 Total	349.28
<b>Cheque 042266</b>	<b>Date 12/02/2016</b>	<b>Amount 103.05</b>		
003055 RICHARD AL	2/1/2016	08/02/2016	JANUARY MILEAGE/CELL PH	103.05
			Invoice Count 1 Total	103.05
<b>Cheque 042267</b>	<b>Date 12/02/2016</b>	<b>Amount 239.47</b>		
000539 RINTOULS POOLS AND SPAS	56961	11/02/2016	POOL-MURIATIC ACID	239.47
			Invoice Count 1 Total	239.47
<b>Cheque 042268</b>	<b>Date 12/02/2016</b>	<b>Amount 229.51</b>		

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
002355 ROBERT'S FARM EQUIPMENT	P51127	05/02/2016	ROADS- EQUIP REPAIRS	229.51
			Invoice Count 1 Total	229.51
<b>Cheque 042269 Date 12/02/2016 Amount 587.85</b>				
000272 RONA HODGINS	84550	10/02/2016	ROADS-DOOR FOR SHOP	482.23
000272 RONA HODGINS	84668	10/02/2016	FIRE-SCREWDRIVERS	32.00
000272 RONA HODGINS	84708	10/02/2016	ROADS-TARP STRAP/SNOW	47.06
000272 RONA HODGINS	85424	10/02/2016	FIRE-BATTERIES	26.56
			Invoice Count 4 Total	587.85
<b>Cheque 042270 Date 12/02/2016 Amount 65.20</b>				
000569 SCRIMGEOUR'S FOOD MARKET	03011441152	09/02/2016	FOOD-ESTC	7.14
000569 SCRIMGEOUR'S FOOD MARKET	03011443288	09/02/2016	ESTC-FOOD-JHSC	58.06
			Invoice Count 2 Total	65.20
<b>Cheque 042271 Date 12/02/2016 Amount 233.33</b>				
004330 SEPOY WIRING	8442	31/12/2015	ALICE MONROE SIGN NORTH	233.33
			Invoice Count 1 Total	233.33
<b>Cheque 042272 Date 12/02/2016 Amount 494.49</b>				
004032 SHELBY MURRAY	1-25-2016	08/02/2016	OEY- SUPPLIES/MILEAGE	494.49
			Invoice Count 1 Total	494.49
<b>Cheque 042273 Date 12/02/2016 Amount 1,259.38</b>				
000586 SKEOCH BUSINESS EQUIP. LTD	1000015577	05/02/2016	QTLY- COPY CHARGE ADMIN	539.24
000586 SKEOCH BUSINESS EQUIP. LTD	100015617	05/02/2016	QTRLY COST/COPY REC/ADM	720.14
			Invoice Count 2 Total	1,259.38
<b>Cheque 042274 Date 12/02/2016 Amount 248.15</b>				
000591 SNYDER CONCEPTS	42968	31/12/2015	COUNCIL PICTURES	225.55
000591 SNYDER CONCEPTS	42907	08/02/2016	MUSEUM-ALICE MUNROE IM/	22.60
			Invoice Count 2 Total	248.15
<b>Cheque 042275 Date 12/02/2016 Amount 2,705.31</b>				
001850 SOMMERS MOTOR GENERATOR SALE	21594-00	08/02/2016	MEM HALL GENERATOR SER	522.23
001850 SOMMERS MOTOR GENERATOR SALE	21597-00	08/02/2016	TOWN HALL-GENERATOR SE	940.44
001850 SOMMERS MOTOR GENERATOR SALE	21598-00	10/02/2016	FIRE-GENERATOR SERVICE	1,242.64
			Invoice Count 3 Total	2,705.31
<b>Cheque 042276 Date 12/02/2016 Amount 140.00</b>				
000595 SPECTRUM COMMUNICATIONS LTD	737324	10/02/2016	FIRE-BELT CLIP/MICROPHON	140.00
			Invoice Count 1 Total	140.00
<b>Cheque 042277 Date 12/02/2016 Amount 314.05</b>				
000602 STANTON HARDWARE	273335	11/02/2016	DAY CARE -TOILET LEVER	12.18
000602 STANTON HARDWARE	273745	11/02/2016	ARENA B-FILTER/OIL	38.39
000602 STANTON HARDWARE	273795	11/02/2016	ARENA W- MICROWAVE	146.89

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000602 STANTON HARDWARE	273906	11/02/2016	ARENA W- BLD REPAIRS	38.36
000602 STANTON HARDWARE	273383	11/02/2016	OEY- STORAGE BOX	20.89
000602 STANTON HARDWARE	273455	11/02/2016	DAY CARE-GLIDES	5.07
000602 STANTON HARDWARE	273634	11/02/2016	NUTS/BOLTS/WASHERS -EL	21.92
000602 STANTON HARDWARE	273950	11/02/2016	DAY CARE-SCREWS	1.49
000602 STANTON HARDWARE	273568	11/02/2016	POLICE-SNOW BRUSH	12.42
000602 STANTON HARDWARE	273460	11/02/2016	ARENA W-EQUIP REPAIRS	8.46
000602 STANTON HARDWARE	273599	11/02/2016	ADMIN-SUPPLIES	7.98
Invoice Count 11 Total				314.05

**Cheque 042278 Date 12/02/2016 Amount 666.93**

000606 STEFFEN AUTO SUPPLY	279805	09/02/2016	ARENA W- HALF MASK KIT	51.38
000606 STEFFEN AUTO SUPPLY	279847	09/02/2016	ROADS-EQUIP REPAIRS	48.85
000606 STEFFEN AUTO SUPPLY	278532	09/02/2016	ROADS- WORK LAMPS	144.17
000606 STEFFEN AUTO SUPPLY	278801	09/02/2016	ROADS- HYDRAULIC COUPLE	34.70
000606 STEFFEN AUTO SUPPLY	278453	09/02/2016	ROADS-SUPER GREASE	10.71
000606 STEFFEN AUTO SUPPLY	278493	09/02/2016	ROADS-EXTENSION SPRING	8.62
000606 STEFFEN AUTO SUPPLY	278331	09/02/2016	ROADS-WASHER PUMP	31.24
000606 STEFFEN AUTO SUPPLY	278229	09/02/2016	ROADS- EQUIP REPAIR	170.53
000606 STEFFEN AUTO SUPPLY	278125	09/02/2016	ROADS- GREASE FITTINGS	11.12
000606 STEFFEN AUTO SUPPLY	279149	09/02/2016	LANDFILL- COOLANT	20.07
000606 STEFFEN AUTO SUPPLY	278611	09/02/2016	LANDFILL-EQUIP REPAIR	12.45
000606 STEFFEN AUTO SUPPLY	278460	09/02/2016	ROADS-EQUIP REPAIR	123.09
Invoice Count 12 Total				666.93

**Cheque 042279 Date 12/02/2016 Amount 1,306.96**

002814 STRONGCO EQUIPMENT	90162333	08/02/2016	ROADS- REPAIR VOLVO	1,306.96
Invoice Count 1 Total				1,306.96

**Cheque 042280 Date 12/02/2016 Amount 187.69**

000620 SWAN DUST CONTROL LTD	3574428	11/02/2016	COMPLEX-MATS/MOP	139.89
000620 SWAN DUST CONTROL LTD	3567877	11/02/2016	DAY CARE-MATS	23.90
000620 SWAN DUST CONTROL LTD	3561488	11/02/2016	DAY CARE-MATS	23.90
Invoice Count 3 Total				187.69

**Cheque 042281 Date 12/02/2016 Amount 526.58**

000627 TEAM AQUATIC SUPPLIES	IN090513	08/02/2016	AQUATICS CLOTHING-RESAL	526.58
Invoice Count 1 Total				526.58

**Cheque 042282 Date 12/02/2016 Amount 105.00**

000628 TECHNICAL STANDARDS & SAFETY AL	5951719	08/02/2016	TOWN HALL- ELEVATOR LICE	105.00
Invoice Count 1 Total				105.00

**Cheque 042283 Date 12/02/2016 Amount 23.32**

000631 TEESWATER AGRO PARTS LTD	108687	09/02/2016	ROADS-EQUIP REPAIR	23.32
Invoice Count 1 Total				23.32

**Cheque 042284 Date 12/02/2016 Amount 486.47**

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000642 THE CITIZEN	85231	08/02/2016	JANUARY ADVERTISING	486.47
			Invoice Count 1 Total	486.47
<b>Cheque 042285 Date 12/02/2016 Amount 101.70</b>				
000638 THE WORKSHOP	5411049	05/02/2016	REC- CLOTHING	20.34
000638 THE WORKSHOP	5411048	05/02/2016	REC-WINTER JACKET	81.36
			Invoice Count 2 Total	101.70
<b>Cheque 042286 Date 12/02/2016 Amount 471.45</b>				
004126 TIM LEWIS	2-8-2016	09/02/2016	AHJ COURSE-CBO	471.45
			Invoice Count 1 Total	471.45
<b>Cheque 042287 Date 12/02/2016 Amount 734.50</b>				
000738 TIM POOLE	1-25-2016	08/02/2016	POLICE-OACP MEETING REG	734.50
			Invoice Count 1 Total	734.50
<b>Cheque 042288 Date 12/02/2016 Amount 8,213.08</b>				
000897 TOWNSHIP OF NORTH HURON SEWER	2-11-2016	11/02/2016	2015 FINAL HST RETURN	8,213.08
			Invoice Count 1 Total	8,213.08
<b>Cheque 042289 Date 12/02/2016 Amount 12,252.50</b>				
001365 TOWNSHIP OF NORTH HURON WATER	2-11-2016	11/02/2016	2015 FINAL HST RETURN	12,252.50
			Invoice Count 1 Total	12,252.50
<b>Cheque 042290 Date 12/02/2016 Amount 20.25</b>				
004260 TREVOR SEIP	1-31-2016	09/02/2016	JANUARY MILEAGE	20.25
			Invoice Count 1 Total	20.25
<b>Cheque 042291 Date 12/02/2016 Amount 2,678.16</b>				
000856 WEILER'S CLEANING & RESTORATION	12302295	08/02/2016	JANUARY JANITORIAL SERVI	2,678.16
			Invoice Count 1 Total	2,678.16
<b>Cheque 042292 Date 12/02/2016 Amount 1,020.61</b>				
000699 WINGHAM ADVANCE TIMES	3715032	08/02/2016	JANUARY ADVERTISING	1,020.61
			Invoice Count 1 Total	1,020.61
<b>Cheque 042293 Date 12/02/2016 Amount 44.45</b>				
002081 WINGHAM FOODLAND	725-600-8843	05/02/2016	OEY-FOOD SUPPLIES	24.31
002081 WINGHAM FOODLAND	725-600-1266	09/02/2016	BAMR-FOOD SUPPLIES	9.68
002081 WINGHAM FOODLAND	725-600-2784	11/02/2016	CONC W-FOOD SUPPLIES	10.46
			Invoice Count 3 Total	44.45
<b>Cheque 042294 Date 12/02/2016 Amount 162.38</b>				
000705 WINTERGREEN	FORD0164522	09/02/2016	OEY-SUPPLIES	162.38
			Invoice Count 1 Total	162.38



## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor		Invoice	Entry	Invoice	Invoice
Number	Name	Number	Date	Description	Amount

Report Total	286,550.25
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## Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 004578 Date 08/02/2016 Amount 684.10</b>				
000073 B M ROSS AND ASSOCIATES LTD	10750	08/02/2016	SERVICES AGREEMENT WITH	684.10
			Invoice Count 1 Total	684.10
<b>Cheque 004579 Date 08/02/2016 Amount 70.96</b>				
000100 CANADA POST CORPORATION	9584844555	08/02/2016	EPOST CHARGES	70.96
			Invoice Count 1 Total	70.96
<b>Cheque 004580 Date 08/02/2016 Amount 508.50</b>				
003519 CORIX WATER PRODUCTS (EAST) INC	10616007411	08/02/2016	10 WATER METERS	508.50
			Invoice Count 1 Total	508.50
<b>Cheque 004581 Date 08/02/2016 Amount 100.00</b>				
004459 DAVID HERSHEY	443 MILL ST	08/02/2016	ACCOUNT OVERPAYMENT	100.00
			Invoice Count 1 Total	100.00
<b>Cheque 004582 Date 08/02/2016 Amount 1,683.70</b>				
004472 ENGLOBE CORP	9000185462	08/02/2016	GEOTECHNICAL INVESTIGAT	1,683.70
			Invoice Count 1 Total	1,683.70
<b>Cheque 004583 Date 08/02/2016 Amount 255.31</b>				
000074 FOXTON FUELS LIMITED	278502 WATER	08/02/2016	JANUARY FUEL	255.31
			Invoice Count 1 Total	255.31
<b>Cheque 004584 Date 08/02/2016 Amount 288.15</b>				
000256 HAROLD METCALFE	207	08/02/2016	MAIN REPAIR SUNSET CRES	288.15
			Invoice Count 1 Total	288.15
<b>Cheque 004585 Date 08/02/2016 Amount 7.21</b>				
000421 MICROAGE BASICS	151416	08/02/2016	PENS, PUSH PINS	7.21
			Invoice Count 1 Total	7.21
<b>Cheque 004586 Date 08/02/2016 Amount 6,970.55</b>				
000542 R.J. BURNSIDE & ASSOCIATES	300037113.1000-3	08/02/2016	BELL WELL ADDITIONAL WO	3,750.05
000542 R.J. BURNSIDE & ASSOCIATES	300037113.0000-4	08/02/2016	BLYTH WATER TREATMENT F	3,220.50
			Invoice Count 2 Total	6,970.55
<b>Cheque 004587 Date 08/02/2016 Amount 608.79</b>				
004330 SEPOY WIRING	8504	08/02/2016	WELL 4 HEATER REPAIRS	608.79
			Invoice Count 1 Total	608.79
<b>Cheque 004588 Date 08/02/2016 Amount 647.49</b>				
002653 SGS LAKEFIELD RESEARCH LIMITED	10936704	08/02/2016	WINGHAM AIRPORT SAMPLE	41.81
002653 SGS LAKEFIELD RESEARCH LIMITED	10934807	08/02/2016	WINGHAM AIRPORT SAMPLE	25.99
002653 SGS LAKEFIELD RESEARCH LIMITED	10934800	08/02/2016	WINGHAM SAMPLES	307.36

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
002653 SGS LAKEFIELD RESEARCH LIMITED	10934792	08/02/2016	BLYTH SAMPLES	272.33
			Invoice Count 4 Total	647.49
<b>Cheque 004589 Date 08/02/2016 Amount 1,078.78</b>				
001850 SOMMERS MOTOR GENERATOR SALE	21596-00	08/02/2016	GENERATOR MAINTENANCE	1,078.78
			Invoice Count 1 Total	1,078.78
<b>Cheque 004590 Date 08/02/2016 Amount 11,462.26</b>				
002512 TOWNSHIP OF NORTH HURON	31/2016 MCDONAGH	08/02/2016	BALANCE MCDONAGH WAGE	11,263.35
002512 TOWNSHIP OF NORTH HURON	48713	08/02/2016	S WHITEHEAD WAGES	198.91
			Invoice Count 2 Total	11,462.26
<b>Cheque 004591 Date 08/02/2016 Amount 3,107.50</b>				
001634 VEOLIA WATER CANADA INC	54728 W	08/02/2016	DECEMBER SERVICES	3,107.50
			Invoice Count 1 Total	3,107.50
<b>Cheque 004592 Date 08/02/2016 Amount 3.99</b>				
002081 WINGHAM FOODLAND	6510	08/02/2016	BOTTLED WATER	3.99
			Invoice Count 1 Total	3.99
Report Total				27,477.29

## Accounts Payable

Paid Invoice History By Cheque Report - SEWER GENERAL TD CANADA TRUST

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 003237 Date 05/02/2016 Amount 52.78</b>				
001209 BLYTH BUILDING SUPPLIES LTD.	G00894	05/02/2016	HOSE KIT, CLAMPS	38.00
001209 BLYTH BUILDING SUPPLIES LTD.	G00956	05/02/2016	HEAT BULB	14.78
		Invoice Count	2 Total	52.78
<b>Cheque 003238 Date 05/02/2016 Amount 368.36</b>				
000113 CARSON SUPPLY	S1440230.001	05/02/2016	REPAIR CLAMPS	368.36
		Invoice Count	1 Total	368.36
<b>Cheque 003239 Date 05/02/2016 Amount 217.57</b>				
000074 FOXTON FUELS LIMITED	278502 SEWER	05/02/2016	JANUARY FUEL	217.57
		Invoice Count	1 Total	217.57
<b>Cheque 003240 Date 05/02/2016 Amount 9,788.83</b>				
000294 HYDRO ONE NETWORKS INC	1727 01/2016	05/02/2016	60 LLOYD ST DEC USAGE	4,754.25
000294 HYDRO ONE NETWORKS INC	19227 02/2016	05/02/2016	117 NORTH ST DEC USAGE	5,034.58
		Invoice Count	2 Total	9,788.83
<b>Cheque 003241 Date 05/02/2016 Amount 961.68</b>				
002653 SGS LAKEFIELD RESEARCH LIMITED	10936612	05/02/2016	WINGHAM STP SAMPLES	159.90
002653 SGS LAKEFIELD RESEARCH LIMITED	10936291	05/02/2016	WINGHAM STP SAMPLES	332.24
002653 SGS LAKEFIELD RESEARCH LIMITED	10936262	05/02/2016	BLYTH STP	159.90
002653 SGS LAKEFIELD RESEARCH LIMITED	10935079	05/02/2016	BLYTH STP SAMPLES	309.64
		Invoice Count	4 Total	961.68
<b>Cheque 003242 Date 05/02/2016 Amount 134.14</b>				
000657 TOWNSHIP OF NORTH HURON WATER	149829	05/02/2016	DEC/JAN USAGE	134.14
		Invoice Count	1 Total	134.14
<b>Cheque 003243 Date 05/02/2016 Amount 97.40</b>				
002697 TUCKERSMITH COMMUNICATIONS	4466 02/2016	05/02/2016	523-4466 MONTHLY ACCT	97.40
		Invoice Count	1 Total	97.40
<b>Cheque 003244 Date 05/02/2016 Amount 2,542.50</b>				
001634 VEOLIA WATER CANADA INC	54728	05/02/2016	DECEMBER 2015 SERVICES	2,542.50
		Invoice Count	1 Total	2,542.50
Report Total				14,163.26

## Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED PAYMENTS GENERAL

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 000305 Date 04/02/2016 Amount 5,286.82</b>				
000665 UNION GAS LIMITED	Dec. 7408	31/12/2015	1992.773 M3- 445 JOSEPHINE	422.39
000665 UNION GAS LIMITED	Dec-7759	31/12/2015	763.417 M3-MEM HALL	181.21
000665 UNION GAS LIMITED	Dec.- 5467	31/12/2015	907.572- DAY CARE	206.21
000665 UNION GAS LIMITED	Dec - 0458	31/12/2015	13562.021 M3- COMPLEX	3,709.05
000665 UNION GAS LIMITED	Dec. 5109	31/12/2015	416.381 M3- POLICE	136.27
000665 UNION GAS LIMITED	Dec. 4108	31/12/2015	1179.566 M3-TOWN HALL	339.53
000665 UNION GAS LIMITED	Dec. 5340	31/12/2015	1001.671 M3-LIBRARY	292.16
Invoice Count 7 Total				5,286.82
<b>Cheque 000306 Date 31/01/2016 Amount 2,127.17</b>				
001365 TOWNSHIP OF NORTH HURON WATER	GLOBAL PAYMENTS	31/01/2016	JAN DEBIT ERRORS	2,127.17
Invoice Count 1 Total				2,127.17
<b>Cheque 000307 Date 10/02/2016 Amount 15,599.29</b>				
000294 HYDRO ONE NETWORKS INC	December 2015- 8446	31/12/2015	16480 KWH-431 QUEEN STRE	3,867.12
000294 HYDRO ONE NETWORKS INC	December 2015-4216	31/12/2015	53760 KWH- 201 GYSPSY LAN	11,732.17
Invoice Count 2 Total				15,599.29
<b>Cheque 000308 Date 10/02/2016 Amount 700.83</b>				
000665 UNION GAS LIMITED	Dec. 9991	31/12/2015	2098.24 M3- MUSEUM	439.07
000665 UNION GAS LIMITED	Dec. 2015 8454	31/12/2015	1198.994 M3-FIRE HALL W	261.76
Invoice Count 2 Total				700.83
<b>Cheque 000309 Date 11/02/2016 Amount 248.09</b>				
001365 TOWNSHIP OF NORTH HURON WATER	49063	11/02/2016	FEB 3 DEBIT PAYMENT ERRC	148.09
001365 TOWNSHIP OF NORTH HURON WATER	49062	11/02/2016	FEB 5 DEBIT PAYMENT ERRC	100.00
Invoice Count 2 Total				248.09
Report Total				23,962.20

## Accounts Payable

Paid Invoice History By Cheque Report - WATER INTERNET/PRE-AUTHORIZED PAYMENTS

Cheque Date 29/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 000325 Date 31/01/2016 Amount 501.85</b>				
000687 WESTARIO POWER INC.	2103245263	12/01/2016	435 MINNIE ST DEC USAGE	283.41
000687 WESTARIO POWER INC.	2103245284	12/01/2016	WATER TOWER DEC USAGE	218.44
			Invoice Count 2 Total	501.85
<b>Cheque 000326 Date 05/02/2016 Amount 4,893.53</b>				
002512 TOWNSHIP OF NORTH HURON	48888	05/02/2016	GENERAL ACCOUNT DEBITS	4,893.53
			Invoice Count 1 Total	4,893.53
<b>Cheque 000327 Date 05/02/2016 Amount 223.75</b>				
000074 FOXTON FUELS LIMITED	278014	05/02/2016	JANUARY FUEL	223.75
			Invoice Count 1 Total	223.75
<b>Cheque 000328 Date 05/02/2016 Amount 327.46</b>				
003224 HURONTEL	1167 02/2016	05/02/2016	STANDPIPE MONTHLY ACCT	79.04
003224 HURONTEL	1168 02/2016	05/02/2016	WELL 3 MONTHLY ACCT	67.74
003224 HURONTEL	1173 02/2016	05/02/2016	PUC BUILDING ACCOUNT	112.94
003224 HURONTEL	1169 02/2016	05/02/2016	WELL 4 MONTHLY ACCT	67.74
			Invoice Count 4 Total	327.46
<b>Cheque 000329 Date 05/02/2016 Amount 86.53</b>				
002697 TUCKERSMITH COMMUNICATIONS	9131 02/2016	05/02/2016	BLYTH WATER PLANT	86.53
			Invoice Count 1 Total	86.53
<b>Cheque 000330 Date 05/02/2016 Amount 3,063.61</b>				
000687 WESTARIO POWER INC.	2103263247	05/02/2016	WELL 4 DEC USAGE	3,063.61
			Invoice Count 1 Total	3,063.61
<b>Cheque 000331 Date 16/02/2016 Amount 711.95</b>				
002512 TOWNSHIP OF NORTH HURON	49061	16/02/2016	DEBIT PAYMENT ERROR	216.95
002512 TOWNSHIP OF NORTH HURON	49060	16/02/2016	DEBIT PAYMENT ERROR	350.00
002512 TOWNSHIP OF NORTH HURON	49059	16/02/2016	DEBIT PAYMENT ERROR	145.00
			Invoice Count 3 Total	711.95
Report Total				9,808.68



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Donna White  
**DATE:** 16/02/2016  
**SUBJECT:** Monthly Activity Report  
**ATTACHMENTS:** N/A

---

### **RECOMMENDATION:**

THAT the Department Activity Report prepared by the Director of Finance dated February 16, 2016 is hereby received for information purposes.

### **EXECUTIVE SUMMARY**

The Director of Finance provides periodic updates to Council on activities within the Finance and Treasury Department.

### **DISCUSSION**

- 1) 2016 Draft Budget – meetings underway – Schedule to be set for next round of discussions
- 2) Interim Taxes will be mailed out before the end of February (newsletter for Recreation 15 year Celebration to be included)
- 3) Staff focusing on year end preparations - Transfers to/from Reserves (Feb 17<sup>th</sup> meeting)
- 4) Year end audit scheduled to begin on February 29 – March 4
- 5) Staff participated in County of Huron OMPF study discussions

### **FINANCIAL IMPACT**

The impacts of the 2016 Budget will be discussed in detail prior to the adoption of this document.

### **FUTURE CONSIDERATIONS**

The 2016 Budget process and 2015 Year End is the department focus and with ongoing discussions with council.

### **RELATIONSHIP TO STRATEGIC PLAN**

Goal #4 – Our administration is fiscally responsible and strives for operational excellence.

---

Donna White, Treasurer

---

Sharon Chambers, CAO



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** David Sparling  
**DATE:** 08/02/2016  
**SUBJECT:** FDNH Report On January 2016 Activities  
**ATTACHMENTS:** Activity Summary

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby approve the Fire Department of North Huron report for January 2016 activities.

### **EXECUTIVE SUMMARY**

January 2016 FDNH activities as indicated in attached report.

### **DISCUSSION**

See attached file.

### **FINANCIAL IMPACT**

n/a

### **FUTURE CONSIDERATIONS**

n/a

### **RELATIONSHIP TO STRATEGIC PLAN**

Goal 3. Ensure our community is healthy and safe.

---

David Sparling,  
Director Fire & Emergency Services

---

Sharon Chambers, CAO



## **FDNH Report to North Huron Council for Activity for the Month of January 2016**

### **Training:**

#### Weekly Training:

- 1 week of equipment checks (39 personnel)
- 1 week of fire suppression – applying the latest research (38 personnel)
- 1 week of emergency patient care (33 personnel)

#### Full day training:

- 1 day of First Responder Suicide Awareness (1 person)

#### Notable:

Deputy Chief Matt Townsend, Captain Russ Nesbitt and Captain Paul Kerr were awarded Fire Services Exemplary Service Medals.

Deputy Chief Chad Kregar, Captain Kent Readman (retired), Eric Mulholland, Kyle Vollmer (on leave), Nick Frischknecht (on leave) were recognized for their part in saving a patient's life on an FNDH medical first response call.

#### **Notable Fire Prevention and Public Education:**

Information session for Wingham BIA on commercial/industrial fire safety and inspections.

Fire safety presentation to Blyth Scouts.



## January Incidents:

1 January:

Motor Vehicle Collision

Morris-Turnberry

Outcome: Patients declined transfer by EMS.

3 January:

Medical first response

North Huron

Outcome: 1 patient transferred by EMS.

3 January:

Motor vehicle collision

Morris-Turnberry

Outcome: 2 patients transferred by EMS.

5 January:

Alarm activation

North Huron

Outcome: No smoke. No fire. Accidental activation.

Notes: 2<sup>nd</sup> activation in 12 month period. Warning letter issued.

6 January:

Fire - vehicle

Morris-Turnberry

Outcome: Extinguished by FDNH. Vehicle total loss.

9 January:

CO alarm activation

Morris-Turnberry

Outcome: Zero readings found. Faulty alarm.

12 January:

Fire – structure

Morris-Turnberry

Outcome: Fire confined to area of origin. Damage under \$5,000.

12 January:

Medical first response

North Huron

Outcome: 1 patient transferred by EMS.



20 January:

Medical first response

Morris Turnberry

Outcome: 1 patient transferred by EMS.

25 January:

Open air burn

Central Huron

Outcome: Fire extinguished by owner.

25 January:

CO alarm activation

North Huron

Outcome: Zero readings found. Faulty alarm.

28 January:

Motor vehicle collision

Central Huron

Outcome: Patient declined transfer by EMS. Reported fuel leak – none found by FDNH.

30 January:

Fire - structure

Central Huron

Outcome: Total loss.

Notes: Mutual aid (tanker) from Central Huron FD and Huron East Seaforth FD (tanker).

Estimated loss: \$400,000





**CORRESPONDENCE**  
**Council Meeting February 16, 2016**

DATE	FROM	REGARDING	ACTION	FILE
Jan 21/16	Huron County Planning	Notice of Decision of Official Plan Amendment - Township of North Huron		
Jan 27/16	Huron County Planning	Township of Ashfield-Colborne-Wawanosh Provisional Consent		
Feb 1/16	AMO	AMO Report to Member Municipalities Highlights of the January 2016 Board Meeting		
Feb 1/16	AMO	Members' Update on Provincial PTSD Strategy for First Responders		
Feb 3/16	Ministry of Community Safety and Correctional Services	Response to Dec 8/15 Council Resolution re OPP policing services		
Feb 4/16	AMO	AMO Watchfile		
Feb 8/16	LAS	LAS presents the 2016 Energy Finance Workshops		
Feb 9/16	AMO	A Look Ahead: 2016 Events & Training		
Feb 10/16	Municipality of Morris-Turnberry	Notice of Update to the Morris-Turnberry Official Plan under Section 26 of the Planning Act		
Feb 10/16	AMO Communications	LAS 2016 Information/Education Seminars		
Feb 10/16	Township of Wainfleet	Wind Power Generation		
Feb 10/16	AMO/LAS	Boader Municipal Investment Powers		
Feb 11/16	AMO	AMO Watchfile		



4<sup>th</sup> Floor  
1 Stone Road West  
Guelph, Ontario N1G 4Y2  
Tél: 1-877-424-1300  
Fax: 519 826-3398

4<sup>e</sup> étage  
1 Stone Road West  
Guelph (Ontario) N1G 4Y2  
Tél. : 1-877-424-1300  
Télec. : 519 826-3398

## Rural Programs Branch

February 5, 2016

Our File: OCIF AC2-0425

Donna White, Treasurer  
Township of North Huron  
274 Josephine Street PO Box 90  
Wingham, Ontario  
N0G 2W0  
EMAIL: [dwhite@northhuron.ca](mailto:dwhite@northhuron.ca)

Dear Donna White:

**Re: Ontario Community Infrastructure Fund (OCIF) Application Based Component,  
Intake Two**

Thank you for your application under the second intake of the OCIF Application Based Component.

Following a detailed review of the application and supporting materials you submitted, we are writing to inform you that the project has not been selected for funding.

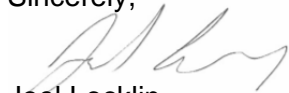
All applications were reviewed, assessed and ranked based on the criteria as outlined in the program guidelines (section 6.2). The total funding requested exceeds the funding available at this time, and as a result, not all applications could be funded.

The Ministry of Agriculture, Food and Rural Affairs and the Ministry of Economic Development, Employment and Infrastructure recognize the importance of helping small, rural and northern municipalities to address critical infrastructure needs and will continue to work with their municipal partners to ensure that predictable, flexible funding is available through the OCIF formula based grant.

Staff are available to provide additional details on your project's assessment, if requested. Should you have any questions, please do not hesitate to call the contact centre at 1-877-424-1300 or email [OCIF@ontario.ca](mailto:OCIF@ontario.ca).

Thank you for your interest in the second intake of the OCIF Application Based Component.

Sincerely,



Joel Locklin  
Manager, Program Operations





**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner J.V.N. (Vince) Hawkes  
Chairs, Police Services Boards

**FROM:** Stephen Beckett  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** Ontario Provincial Police (OPP) Costing Moratorium

<b>DATE OF ISSUE:</b>	<b>February 2, 2016</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>Indefinite</b>
<b>INDEX NO.:</b>	<b>16-0009</b>
<b>PRIORITY:</b>	<b>Normal</b>

Due to inquiries received by the Ministry from the policing community, this memo confirms that the Honourable Yasir Naqvi, Minister of Community Safety and Correctional Services, authorized the lifting of the moratorium on requests for costing proposals from the OPP effective November 1, 2015.

As you are aware, section 10 of the *Police Services Act* provides that the Solicitor General may enter into an agreement with the council of a municipality or jointly with the councils of two or more municipalities for the provision of police services by the OPP.

For further information on OPP costing proposals, please visit the OPP Municipal Policing Bureau website at: [www.opp.ca/ecms/index.php?id=13](http://www.opp.ca/ecms/index.php?id=13).

Stephen Beckett  
Assistant Deputy Minister  
Public Safety Division



North Huron Museum.

# **Friends of North Huron Museum 2015 Update.**



# History

**The Friends group was established in 2009 to put the Museum in order and open it to the public. The volunteers spent 18 – 24 months completing this task through tremendous hard work, dedication and with the co-operation and assistance of Pat Newson for urgently needed repairs.**



# **Overview of accomplishments and ongoing initiatives**

**Cataloguing artifacts**

**Cleaning, dusting, tidying exhibits**

**Creating new exhibits both temporary and permanent**

**Creating and delivering educational programs, with summer student support, for local elementary and secondary students: grade 3 Pioneers, grade 1 Social Studies, secondary Technology studies George Reid project, Rec. Dept. summer day camp**

**Organizing 3rd floor storage**

**Accepting and documenting artifacts**

**Developing, promoting and delivering special events, some off-site, several times a year: annual Edwardian Tea, Halloween Festival of Lanterns, Christmas, Family Day at the NHWRC, Muskrat Festival**



# Overview of accomplishments and ongoing initiatives

**Conducting or assisting with research as requested.**

**Interacting with the public, giving tours, answering questions, sometimes on an hour's notice responding to out-of-town Alice Munro visitors.**

**Writing newspaper articles.**

**Making connections with local groups and regional organizations: Wingham Branch Legion, Alice Munro Public Library, Alice Munro Festival, Maitland River and F E Madill schools, Muskrat Festival, Festival of Lanterns, Sloman School Car, Reuben R Sallows Gallery, Family day at the Complex, local Seniors' groups.**

**Fundraising.**

**Staying current with museum procedures through membership in professional organizations, consulting Huron County Museum staff and taking part in a cataloguing workshop.**



# Future Plans

***The Friends see tremendous potential* to contribute to the culture and history aspects of the municipalities' economic development with exhibits.**

**Alice Munro.**

**George Reid.**

**Harry Boyle.**

**161st Huron Battalion anniversary**

**Canada's 150th anniversary in 2017 (grant possibilities through the Canada 150 Fund)**



# Challenges

*Planning beyond 2016 isn't possible given the lengthy list of challenges presented by:*

## ***The building.***

Inconsistent heating and cooling and the impact on ephemera (paper archives, artifacts).

Accessibility to 2nd and 3rd floor.

Adequate display and storage space.

## ***Cataloguing, programming and research.***

Continuity and consistency will be best served by the Friends supporting and assisting a *qualified museum curator*. Training by Patti Lamb, Huron County Museum archivist, on the updated Past Perfect program is needed.



## **Direction , governance, communication**

**Due to a lack of clear expectations for the Friends and the Museum, the Friends developed and submitted a draft Terms of Reference for the operation of the group and are still awaiting a response. An updated copy is included in your package. The Friends are looking for guidelines and support from Council.**

**As noted in the Blue Rhino Design “Alice Munro Museum Feasibility Study” report of June 2015, day-to-day governance is unclear.**



# The Friends

**For various reasons several members are no longer available and without more volunteers coupled with support from a qualified curator , the group can't maintain the full schedule of activities listed earlier.**

**In 2013 there was 1158 volunteer hours, yet in 2015 there was only 536 hours.**

**A few examples: Social media and / or enclosure in Township tax notices.**

**Council support is essential to help recruit more volunteers.**

**The lack of accessibility, especially to third floor, is a genuine limit to most of the volunteers.**



# Questions for Council.

**How will the implementation of the Blue Rhino report's recommendations impact the future of the Museum?, and how can we help and work with Council and the other four municipality to move forward ?.**

**How can we support Council with their development and direction, both short and long term, for the North Huron Museum and the Friends?.**

**Is there anyone seeking grant money on our behalf, whether short or long term?.**



# Questions...

## Friends of North Huron Museum Draft Policy, 2014 (Updated January, 2016)

The Friends of North Huron Museum is a non-profit organization of volunteers who aim to assist and support the North Huron Museum. It was started in the spring of 2009.

### **1. General Principles**

The Friends of North Huron Museum aim to:

Assist and support the curator of the North Huron Museum with:

- Establishing closer ties between the North Huron Museum and its surrounding community
- Promoting knowledge of and interest in the functions and resources of the North Huron Museum
- Assisting in raising funds for special projects for the artifacts, archives and programs of the North Huron Museum
- Establishing permanent and temporary exhibits and displays

Friends of North Huron Museum will abide by all North Huron policies including the North Huron Museum Policy (as approved, 2001).

Friends of North Huron Museum are accountable to .....

All funds raised by the Friends and all items purchased with these funds are the property of North Huron Museum. Funds may be used to enhance services and programs.

All money from fundraising efforts will be handled by the Friends of North Huron volunteers.

### **2. Ongoing Responsibilities**

Friends of North Huron Museum meet throughout the year as needed.

An annual report shall be forwarded to the Municipality of North Huron at the end of the calendar year. The report shall include a financial statement. (Kathy?)

Minutes and volunteer hours are prepared and filed on a regular basis.

Friends of North Huron Museum may set their own terms of reference, goals and objectives so long as they do not conflict with the North Huron Museum Policy (2001).

All Friends of North Huron Museum are required to have a current police check.  
(Timeline for this?)

### **3. Disbanding**

If the Friends cannot fulfill the policy requirements and/or the decision to disband is reached by the group, then the group may disband.

In order to disband, the group needs to send a "Letter of Intent" to the municipality and submit financial documents for the previous year and transfer assets to the Township of North Huron. The group must show proof to the municipality the Friends' account is no longer active.

North Huron Council has the right to require a Friends group to disband at any time should they be found in contravention of the policies and procedures of the North Huron Museum Policy or North Huron Council.

This policy may be reviewed and updated as needed.



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Barb Black  
**DATE:** 16/02/2016  
**SUBJECT:** 2016 Annual Accessibility Plan  
**ATTACHMENTS:** 2016 Huron County Annual Accessibility Plan

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby adopt the 2016 Accessibility Plan.

### **EXECUTIVE SUMMARY**

The Huron County Accessibility Committee is the Advisory Committee to Huron County Council and participating Lower Tier Municipalities for fulfilling the purpose of the *Ontarians with Disabilities Act* and *Accessibility for Ontarians with Disabilities Act (AODA)*.

The main goal of the Committee is to inform and inspire people from across Huron County on making Huron County accessible for people of all abilities.

Each year, under the guidelines of the AODA, the Accessibility Committee must file an annual Report/Plan with the Provincial Government outlining its goals and accomplishments over the past year.

### **DISCUSSION**

Nil

### **FINANCIAL IMPACT**

N/A

### **FUTURE CONSIDERATIONS**

The 2016 Huron County Accessibility Plan, attached, outlines legislated duties and responsibilities, past goals and achievements as well as goals moving ahead. The Lower Tier Municipalities are required to endorse these documents and forward this acknowledgement to the County.

### **RELATIONSHIP TO STRATEGIC PLAN**

Goal #1 – Our Community is Healthy and Safe

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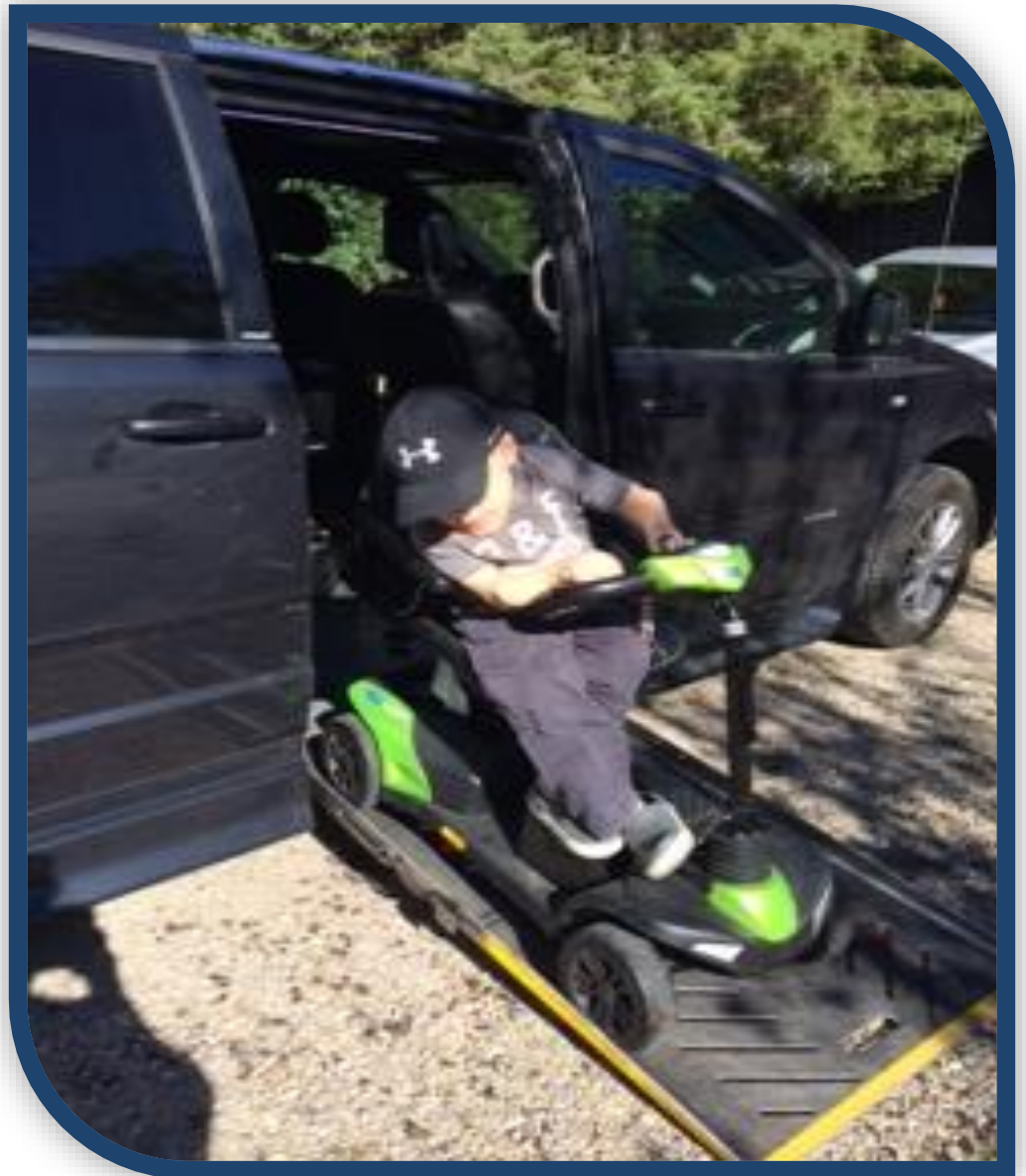
Kathy Adams, Clerk

---

Sharon Chambers, CAO



# 2016 Annual Accessibility Plan



**Sandra Thompson,  
Wheeling and Able**

## EXECUTIVE SUMMARY



The Huron County Accessibility Advisory Committee is an established community resource that creates, develops and implements the objectives of Huron County be it mandated by legislation or inspired by local community groups and people from across Huron County sharing the vision of Huron County's Accessibility Advisory Committee.

It is the responsibility of the Huron County Accessibility committee to advise Huron County Council about the requirements and implementation of accessibility standards.

Since inception, the Huron County Accessibility Committee has been promoting and developing a barrier-free Municipality for citizens of all abilities including persons with disabilities. Through local media, public events, award

ceremonies and speaking engagements the Committee continues to educate and advise on accessibility issues while broadening awareness within Huron County and its lower tier municipalities.

As the provincial legislation and regulations mature, the Huron County Accessibility Advisory Committee will continue its efforts in promoting awareness, while implementing educational and training guidelines, policies and standards defined by The Ontarians with Disabilities Act.

## CONTACT INFORMATION

This document is available in alternate formats upon request, such as electronic, large font or text only.

For additional information, please contact:

Sandra Thompson, Accessibility Coordinator at  
[sthompson@huroncounty.ca](mailto:sthompson@huroncounty.ca)

Or Phone 519-524-8394, Extension 3259

Or mail:

Huron County Accessibility Advisory Committee  
1 Courthouse Square  
Goderich, ON. N7A 1M2

This report is available online at:

[http://www.huroncounty.ca/administration/acc\\_accessibilityplan.php](http://www.huroncounty.ca/administration/acc_accessibilityplan.php)

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## ONGOING GOALS

Huron County continues bettering its communities for all abilities including those with disabilities.

The Huron County Accessibility Advisory Committee (HCAAC) believes in taking action. That action today will improve tomorrow and strengthen our communities for all. By improving the quality of life for people with disabilities today we ensure access for those who face disabilities tomorrow.

The HCAAC is determined to provide Huron County businesses with the knowledge and information needed to create barrier free communities and economies.



## BACKGROUND

One in seven people in Ontario has a disability. Over the next 20 years, that number will rise as the population ages. Creating municipalities where every person who lives or visits can participate fully makes good sense — for our people, our businesses and our communities.

Although our governments have dedicated tremendous resources towards the vision of a barrier free Ontario, the reality is that persons with disabilities still face barriers which prevent them from participating in all aspects of society. As a community we must learn to see barriers as our fellow citizens with disabilities live with them.

The Accessibility for Ontarians with Disabilities Act, 2005 calls on the business community, public sector, not-for-profit sector and people with disabilities or their representatives to develop, implement and enforce mandatory accessibility standards. Accessibility standards are the rules that businesses and organizations in Ontario will have to follow to prevent or remove barriers to accessibility for all citizens.

## MESSAGE FROM THE HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE'S CHAIR:

## **AWARENESS & ENGAGEMENT**

One of Huron County Accessibility Advisory Committee's (HCAAC's) greatest strengths lies in our Committee Members, who pursue so passionately a vision of informing, educating and inspiring residents from across Huron County on making Huron County accessible for people of all abilities and ages, eventually leading to a fully inclusive society for all.

The HCAAC has continued to invest a lot of time and effort into the development of accessibility training to employees/staff of all kinds through continuous learnings on training requirements defined in the Integrated Accessibility Regulation. These learning opportunities were customized into six modules:

- Customer Service,
- General Requirements,
- Human Rights,
- Employment,
- Information & Communication, and
- Design of Public Spaces.

What training each staff is required to take is based on the job responsibilities, ex) if you are a Facilities staff you are required to take the minimum training which includes Human Rights, General Requirements and Customer Service. If you have a Management position you are required to complete all training modules.

In 2015 the HCAAC expanded training amongst Huron County Businesses. It is a goal of the HCAAC to continue to provide businesses' with training opportunities and provide training material to increase their awareness and knowledge of the Government Legislation in 2016. It is our hope to also increase engagement between HCAAC and local businesses.

### **GOVERNANCE:**

At 2014 year-end, County Council approved the revised HCAAC Terms of Reference.

We successfully ushered in a newly elected Committee with a nice blend of energized individuals mixed with a couple experienced Committee members that have brought their past knowledge and experience to the Committee. I would like to take this opportunity to thank those past members that contributed years of volunteering and their passion for creating an inclusive society.

Thank you.

Dave Frayne  
Committee Chair

**COUNTY COUNCIL (2016)**

Huron County is governed by County Council, which is made up of fifteen (15) members from area municipalities. Each municipality located within Huron County, is represented at County Council by their representatives - Mayors or Reeves, Deputy Mayors or Deputy Reeves.

At their Inaugural Session in December (every 2 years), County Council elects a Warden from among the Councilors. The Warden is the executive officer of the Corporation and the head of County Council. The Warden chairs County Council meetings, sits as an ex-officio member on all Standing Committees, and represents the County at a wide range of functions and activities.

### **HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE (HCAAC)**

The Huron County Accessibility Advisory Committee is made up of 9 voting members including 5 persons with a disability as defined in the Ontarians with Disabilities Act (ODA): 1 person from professional discipline; 1 citizen representative; 1 elected official; Warden as ex-officio. The HCAAC is supported by 6 non-voting members including the chair of the ODA Working Group, 1 person from County Planning Department, 1 Municipal Building Official; Huron County CAO; the Accessibility Coordinator and the County Clerk.

Voting Members: Debbie Braun, David Burnfield, Crystal Groom, Barbara Hicks, Laurie Jacques, Charlene O'Reilly, Shawn Thomson, Paul Gowing-Warden, Dave Frayne – Chair

Non-Voting Members: Claire Dodds, Susan Cronin, Paul Gosling, Janice Hallahan, Brenda Orchard, Sandra Thompson

### **MESSAGE FROM ACCESSIBILITY COORDINATOR**

Dear Friends:

I am proud and honored to present to you our 2016 Annual Plan on behalf of the Huron County Accessibility Advisory Committee. Over the years I have witnessed a lot of change in society and a multitude of emerging opportunities to reduce existing barriers that prevent the disabled population from enjoying full inclusion. The HCAAC has created a vision to make Huron County accessible for people of all abilities. They articulate their vision, passionately own their vision, and are working to drive it to completion.

The HCAAC has stayed focused on achieving full compliance to the Government's legislation as deadlines approach. Successfully achieving compliance resulted in us becoming a truly engaged community partner, and continues to strengthen us as we continue on this journey of inclusion, independence, compliance and choice.

Other areas of focus are collaborating with and providing training opportunities and materials to businesses in Huron County and developing some social media avenues. HCAAC will continue to modernize our service delivery methods with investments in technology and social media tools as resources allow.

We are very proud of our successful expansion of our annual National Access Awareness Week Event and Awards Program. The guest speaker was Luca "LazyLegz" Patuelli. There were three performances held on June 2, 2015 at the Maitland River Elementary School and F.E. Madill Secondary School in Wingham Ontario. The performances were broken down by age to ensure the different attention spans were accommodated. The first performance was for Grades PK – Grade 2, the second for Grades 3 – 6 and the third performance at F.E. Madill for all high school students from Grades 7-12. Approximately 1290 students participated in the performances. This is our largest audience by far and the most engaged audience. Luca's message of No Excuses – No Limits was heard and retained by our youth. This event also received the most media attention we have ever had: London City TV, Wingham Advanced Times, Lucknow Sentinel, Citizen, The Focus, On-Air CKNX Interview. Our Awards portion of the event doubled in size.



We benefit from the wise members of our Committee, the strong support of our County Council and Management, the dedication of Huron County staff, and the talents and

commitment of our volunteers. We thank them all. Together, we see the promise of a more inclusive society and together we will continue to deliver on our vision.

Thank you and I hope you enjoy reading our report.

Sandra Thompson  
Accessibility Coordinator

**OUR VISION**

The Huron County Accessibility Advisory Committee will inform and inspire people from across Huron County on making Huron County accessible for people of all abilities and ages. Age-Friendly Community Planning and the removal of barriers for persons with disabilities go hand-in-hand.

## **OUR MISSION**

The Huron County Accessibility Advisory Committee will assist Huron County Council and participating municipalities to fulfill the purpose of the Ontarians with Disabilities Act and Accessibility for Ontarians with Disabilities Act by providing vision and advice to council in regards to the removal of barriers by 2025.

## **OUR MANDATE**

The authority to establish the Huron County Accessibility Advisory Committee (HCAAC) originated from the provisions of the Ontarians with Disabilities Act (ODA) and will continue to exist under the provisions of the Accessibility for Ontarians with disabilities Act.

The HCAAC is the advisory committee to Huron County Council and participating municipalities fulfilling the purpose of the ODA and the Accessibility for Ontarians with Disabilities Act (AODA).



**Nearly Completed Barrier Free Entry to Wingham Hospital**

**Proudly designed with disabilities in mind.**

## **GOALS & OBJECTIVES OF THE HCAAC**



The objective of the Huron County Accessibility Advisory Committee are revised and updated annually in November and are used as a resource that outlines the role and responsibilities of the HCAAC and also provides a monitoring tool to ensure all tasks are completed and not forgotten. (See Appendix 1) This document is divided into two sections:

- Objectives mandated by legislation under the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Integrated Accessibility Standard (IASR)
- Objectives driven by communities to accomplish the committee's vision of informing and inspiring people from across Huron County on making Huron County accessible for people of all abilities.

### **LAST YEAR'S GOALS:**

- Under the requirements of the Ontarians with Disability Act 2001, the HCAAC continued to create and post a Multi-Year Accessibility Plan and an Annual Accessibility Plan that contains the goals of Huron County and last year's successes.
- Under the requirements of both the ODA and the AODA, the HCAAC continued to review, in a timely manner and advise municipalities, local businesses and County Council on the accessibility of building plans and drawings for renovation and new construction, and the purchase or lease of public buildings as well as review exterior site plans as requested.
- The HCAAC received approval from County Council to use the document -Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces developed by the Global Alliance on Accessible Technologies and Environments (GAATES) and supported by the Ontario Government as the main staff resource. This document was very well done and incorporates both site plan and design of public spaces requirements.
- Provided advice to County Council and participating municipalities with respect to government directives and regulations relating to the status of persons with disabilities including regulations for the Accessibility for Ontarians with Disabilities Act, 2005 and more specifically the Integrated Accessibility Standard Regulation. The HCAAC will continue to provide advice and direction to Huron County Council on obtaining full compliance within timelines set out in the Regulation.
- The Committee continued to enhance relationships with County Council, local municipalities, businesses, the Huron Perth Catholic District School Board and the Avon Maitland District School Board.
- Continued to incorporate and enhance an annual awards program in conjunction with National Access Awareness Week to celebrate organizations and individuals who are working to build a more inclusive society. The award is to promote

public awareness of the importance of barrier-free design and to recognize excellence in accessibility design.

- To increase awareness and create a stronger presence in the community, the Committee continued to host the National Access Awareness Week Celebration with this year's goal bringing more than one school together for the event.
- The Committee will keep Huron County Building Officials updated on "new" legislation with regards to the built environment, public spaces and site plans.

## 2015 ACHIEVEMENTS

The Huron County Accessibility Advisory Committee has worked diligently to achieve the goals defined within the approved plan. Recognized achievements include:

- **Accessibility Plans:** The County of Huron has created an Annual Accessibility Plan under the Ontarians with Disabilities Act 2001 and a Multi-Year Accessibility Plan update under the Accessibility for Ontarians with Disabilities Act 2005, with annual updates on successes. The County of Huron has completed both requirements with the documents approved by County Council at the December 2015 County Council meeting.
- **Site Plan Reviews:** The Huron County Accessibility Advisory Committee has been actively engaged with county staff as well as private businesses and organizations in conducting Site Plan Reviews in a timely fashion. The committee believes public awareness will continue to stimulate community participation and the sub-committee's time and commitment.
- **Government Directives and Regulations:** The Accessibility Advisory Committee has provided updates and advice about new government directives and regulations to County Council and the Working Group. The Working Group is made up of one volunteer/staff member from each lower tier. Each member of the group reports back to and shares newly developed resources and material approved by County Council to their Mayor/Councillors.
- **Continued Relations with County Council, Lower Tiers and Businesses:** The Committee has reached out to the community. Aside from regular Council updates shared by County council representatives with their respective municipalities the committee has contacted lower tiers and private business to participate in committee organized awareness events and various speaking engagements with a noticeable increase in Councillor participation in community events.



- **Annual Awards Program.** The Annual Awards Program has been expanded and well received. The awards program was created to promote public awareness of the importance of barrier-free design, and to recognize excellence in accessibility design. Four awards were presented in 2015 (which is double the awards awarded in 2014) in conjunction with National Access Awareness Week to the owner(s) of a building or facility that has been designed or renovated with special regard to accessibility for persons with a disability. Two awards will be presented to private businesses and two to public sector organizations.
- **National Awareness Week:** The HCAAC has successfully hosted its fifth National Awareness Week event in co-operation with the Avon Maitland School Board. Attendance as well as media attention continues to build awareness in our community.
- **Approval of New Resources:** The HCAAC & Huron County Council have approved the “Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces” as the official document for Building Officials to ensure that Huron County is in compliance with the standard. The HCAAC provided each lower tier with two printed hard copies of the document (one for each Building Official and one to be kept in the office for residence to use), one copy for each of the Site Plan Review Subcommittee and 2 copies for Huron County residence to use. This additional resource can be found online at: <http://www.gaates.org/DOPS/default.php>
- Huron County’s Planning Department consulted with the HCAAC, County Council, appropriate County Staff and public businesses on Design Elements we are required to be in compliance with and when. (See Appendix 2)
- Huron County’s Planning Department received County Council approval on the revised document entitled “[Universal Design and Accessibility Guideline for Site Plan Control, 2015 Edition](#)”. In the interest of assisting municipalities in Huron County, the HCAAC committee has prepared this document, outlining standards for accessibility that can be adopted by municipal councils and implemented locally through the site plan control approval process. The HCAAC committee firmly believes that it is important to implement the same standards of accessibility throughout the province and region; as such, the 2008 guideline has been updated to be consistent with the Design of Public Spaces Standard, a standard under the Accessibility for Ontarians with Disabilities Act, 2005.
- A new HCAAC was elected implementing the newly revised Terms of Reference.
- All new County staff received all required training within an appropriate time frame.

- The HCAAC was represented at Huron County's Brochure Swap by two disabled young men who are local resident. The event proved to be successful as we received thirteen requests for business training on the regulations. This will be completed in early 2016.

## 2016 GOALS

- Under the requirements of the Ontarians with Disability Act 2001 (ODA) and the Accessibility for Ontarians With Disabilities Act 2005 (AODA), the HCAAC will continue to create and post a Multi-Year Accessibility Plan and an Annual Accessibility Plan that contains the goals of Huron County and last year's successes.
- Under the requirements of both the ODA and the AODA, the HCAAC will continue to review in a timely manner and advise municipalities and local businesses on the accessibility of building plans and drawings for renovation and new construction, and the purchase or lease of public buildings as well as review exterior site plans as requested.
- The Committee will continue to enhance relationships with County Council, local municipalities, businesses, the Huron Perth Catholic District School Board and the Avon Maitland District School Board.
- Continue to incorporate and enhance an annual awards program in conjunction with National Access Awareness Week to celebrate organizations and individuals who are working to build a more inclusive society. The award is to promote public awareness of the importance of barrier-free design and to recognize excellence in accessibility design.
- To increase awareness and create a stronger presence in the community, the Committee will continue to host a National Access Awareness Week Celebration with this year's goal bringing more than one school together for the event.
- The Committee will keep Huron County Building Officials updated on all new legislation with regards to the built environment, public spaces and site plans.
- Develop new programs to engage local businesses in developing barrier free communities. Example, One Step, a program to encourage businesses to get involved in developing barrier free communities while getting recognized in the community for their efforts and participation.
- The HCAAC will work with the County's IT Specialist by providing recommendations on making the Accessibility portion of the County's website much more user friendly.

- Develop a training package for Huron Businesses to fulfill their training request received at the Brochure Swap for an Accessibility Workshop on AODA Compliance Requirements.
- Develop a training package for Huron Business to fulfill their training request received at the Brochure Swap.
- Actively participate in the International Ploughing Match being held in Huron County in 2017 and events leading up to this event.

## **BARRIER FREE COMMUNITIES BETTER BUSINESSES AND BOTTOM LINES**

People with disabilities regularly face barriers that prevent them from working, shopping, travelling and simply living in their communities. The Accessibility for Ontarians with Disabilities Act, 2005 was passed leading to the creation of five standards in accessibility in the areas of Customer Service, Information and Communication, Employment, Transportation and the Built Environment. Recognizing the leadership role of our government by passing the act in 2005 its local communities and private businesses that are now tapping into new customers while harnessing a larger, more diverse work force.

## **RETURN ON INVESTMENT**

What is the return on investment or benefits to employers for hiring people with disabilities? The following are some of the benefits as reported by employers.

## **HIRING PEOPLE WITH DISABILITIES**

- Contributes to a better rate of attendance, punctuality, employee morale, team-work and safety in the workplace.
- Often leads to a reduction in staff turnover; people with disabilities have proven to be skilled and loyal employees.
- Shows that the company values diversity and is a tangible example of good corporate citizenship.
- Increases the purchasing power for individuals with a disability and their families.
- Reflects the demographics of your community, and enhances the community's understanding of people with disabilities.
- May free up resources to complete other tasks and increase productivity.

- Allows the person with a disability to be a role model to the staff and community and others with a disability.
- May include free corporate marketing when your new employee talks about where they work.
- May require accommodations for your new employee, but the change may make your company more robust, innovative and adaptive.

#### **QUICK FACTS:**

- Improved accessibility in Ontario can help generate up to \$9.6 Billion in new retail spending and 1.6 billion in new tourism spending.
- Currently, Canadians with disabilities influence the spending decisions of 12-15 million other consumers.
- In the next 20 years, an aging population and people with disabilities will represent 40% of total income in Ontario-that being \$536 Billion
- 1 in 7 people in Ontario have a disability. That's 1.85 million Ontarians.
- By 2036, as our population ages, 1 in 5 people in Ontario will have a disability.

## APPENDIX 1

### 2016 PRIORITIES FOR HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE

#### OBJECTIVES MANDATED BY LEGISLATION:

	Priority	HCAAC Responsibility	Council Responsibility	Working Group Responsibility	Timeline Targets
1	Under the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Integrated Accessibility Standard (IAS), the County of Huron is required to establish, implement, maintain, and document a Multi-Year Accessibility Plan. The Plan outlines the organization's strategy to identify, prevent and remove barriers for people with disabilities in the County's programs, services, and facilities, over a five-year plan.	Huron County's Accessibility Coordinator will review and revise the Multi 5-Year Accessibility Plan highlighting the previous year's successes in consultation with the HCAAC and County staff annually. Once approval is obtained from County Council, the revised Multi 5- Year Accessibility Plan will be posted on the County website as directed in the Integrated Accessibility Standard (IAS).	County Council will approve the revised Multi 5-Year Accessibility Plan and send a copy to the Ministry of Economic Development, Trade and Employment as directed in the Integrated Accessibility Standard (IAS). CAO will share the plan with Senior Management Team to ensure all departments work towards implementation of the Multi 5-Year Accessibility Plan.	HCAAC Working Group Representatives will present the revised Multi 5-Year Accessibility Plan to their Councils for approval. Once approval is obtained for the revised Multi 5- Year Accessibility Plan, it will be posted on lower tier websites and will be implemented.	Multi 5-Year Accessibility Plan written every 5 years, effective January, 2013. The Multi 5-Year Accessibility Plan will be reviewed, maintained, updated and successes reported on and posted on the website annually. Council to approve by January 1st
2	Under the requirements of the ODA, the County of Huron is required to create and post an Annual Accessibility Plan that contains the goals of Huron County and last year's successes.	Huron County's Accessibility Coordinator will create the Annual Accessibility Plan in consultation with the HCAAC and County staff as appropriate and will present annual plan to committee by December each year.	County Council will approve and send a copy of the Annual Accessibility Plan to the Ministry of Economic Development, Trade and Employment as directed in the ODA, 2001.	HCAAC Working Group will present the Annual Accessibility Plan to their Councils for approval.	County Council will approve the Annual Accessibility Plan by January 1 each year.

	The identified goals are in alignment with the Multi-Year Plan.	Once approval is obtained from County Council, the Annual Accessibility Plan will be posted on the County website as directed in the ODA 2001.	CAO will share the plan with Senior Management Team to ensure all departments work towards implementation of the Annual Accessibility Plan.	Once approval is obtained the Annual Accessibility Plan will be posted on lower tier websites and will be implemented.	
<b>3</b>	Under the requirements of both the ODA, 2001 and the AODA, 2005 the HCAAC must review in a timely manner and advise municipalities and businesses on the accessibility of building plans for renovation and new construction, and the purchase or lease of public buildings as well as review exterior site plans as requested. The Committee will use the Illustrated Guide of the Accessibility Standards for Outdoor Spaces produced by GAATES and supported by Ontario Government.	The HCAAC ~ Building Plan Review, Site Plan and Physical Architectural Assessment Committee is responsible for meeting and reviewing site plans and providing comment and recommendations in a timely manner. A motion will be presented to County Council for the Illustrated Guide of the Accessibility Standards for Outdoor Spaces by approved as the resource of choice.	Huron County Council is responsible for keeping appropriate lower tier staff informed of their duty to request site plan reviews with the HCAAC prior to purchasing, construction, renovation or lease.  County Council to review and approve if appropriate.	The Working Group is responsible for keeping appropriate lower tier staff informed of their duty to request site plan reviews with the HCAAC prior to purchasing, construction, renovation or lease.  If approved the Working Group will share the resource with building officials.	The HCAAC Building Plan Review Site Plan and Physical Architectural Assessment Committee will accommodate as quickly as possible, not being any longer than 30 days.  Completed

4	Provide advice to County Council and participating municipalities with respect to government directives and regulations relating to the status of persons with disabilities including regulations for the Accessibility for Ontarians with Disabilities Act, 2005.	To gather comments on proposed regulations and standards, the Accessibility Coordinator will work with the Directive and Regulation Review Subcommittee. The Accessibility Coordinator will also work with staff from various departments across the County and the Working Group to further identify concerns on how the proposed regulation may be implemented.	The Accessibility Coordinator will prepare regular updates for County Council. The update will provide a summary of the requirements outlined in the regulations and standards and an overview of the County's readiness to meet the requirements.	The Working Group will provide comments and concerns with the Accessibility Coordinator on the requirements of the regulations and standards.  The Working Group will share updates with appropriate staff at their Municipality.	Ongoing
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**OBJECTIVES DRIVEN BY PASSION TO ACCOMPLISH THE COMMITTEE'S VISION OF INFORMING AND INSPIRING PEOPLE FROM ACROSS HURON COUNTY ON MAKING HURON COUNTY ACCESSIBLE FOR PEOPLE OF ALL ABILITIES.**

5	<p>The Committee will continue to enhance relationship with the Avon Maitland District School Board and Huron Perth Catholic District School Board and focus on the importance of changing societal stigmas associated with individuals living with a disability. The greatest change starts with our youth.</p>	<p>The Special Events Awareness and Community Education Subcommittee will come up with joint ventures with the AMDSB.</p> <p>The subcommittee will explore options available in making next year's National Access Awareness Week Event a school outing involving more than one school for local school children. May also consider collaborating with Perth County.</p>	<p>County Council will be consulted with in the development stages.</p>	<p>The Special Events Awareness and Community Education Subcommittee will consult with the working group during development stages.</p>	<p>Ongoing</p> <p>Completed by May 2016.</p>
6	<p>Continue to develop greater relationships with County Council, Lower Tiers and local businesses. This will be achieved through:</p> <ul style="list-style-type: none"> <li>the development of information packages regarding new legislation</li> <li>speaking engagements at BIA meetings, lower tiers and to agencies and business by individuals with disabilities, putting a face to the issues at hand.</li> <li>regular council updates.</li> </ul>	<p>The Accessibility Coordinator will provide regular County Council updates keeping Council informed on the issues and set up speaking arrangements for Debbie, Luke and Zane Braun to speak and illustrate how important barrier free communities are.</p> <p>The Special Events Awareness and Community Education Subcommittee will develop an information package for local businesses.</p>	<p>County Council will encourage lower tiers to participate in and host a speaking engagement at one of their Council meetings.</p> <p>County Council will provide their feedback and suggestions on the content of the information packages.</p>	<p>The Accessibility Coordinator will work with the Working Group on scheduling speaking engagements at their Council Meetings.</p>	<p>Ongoing</p>



7	<p>Continue to implement our annual awards program to celebrate organizations and individuals who are working to build a more inclusive society. The award is to promote public awareness of the importance of barrier-free design and to recognize excellence in accessibility design.</p> <p>The awards are incorporated with National Access Awareness Week.</p> <p>To increase awareness and create a stronger presence in the community, the Committee will continue to host National Access Awareness Week Celebrations.</p>	<p>The Special Events Awareness and Community Education Subcommittee will continue to implement an annual awards program recognizing one public sector organization and one private business or individual.</p>	<p>Ask County Council to have a greater presence at National Access Awareness Week celebrations.</p>	<p>Will ask Working Group to share nomination forms with County Building Inspectors as they have the greatest knowledge of who is building and/or renovating with barrier-free design being a focus.</p>	Ongoing
8	<p>The Committee will promote the One Step Project with Municipalities.</p>	<p>The Accessibility Coordinator will set meeting dates with Municipal Council to present project.</p>	No action required.	No action required.	June 2016

9	Develop a training package for Huron Business to fulfill their training request received at the Brochure Swap.	<p>The Special Events Awareness and Community Education Subcommittee and the Accessibility Coordinator develop a training package on our Governments Regulations.</p> <p>We will explore social media options to use when providing the training.</p>	County Council will approve the training package that is developed.	The Working Group Representatives will share the material with the Council.	Spring 2016
10	The HCAAC will work with the County's IT Specialist by providing recommendations on making the Accessibility portion of the County's website much more user friendly.	The Accessibility Coordinator will gather suggestions from the HCAAC Members and then meet with the County Clerk (Susan Cronin) to share thoughts and suggestions.	County Council will approve HCAAC's recommendations.	The Working Group will share our progress with their Councils.	Ongoing
11	Actively participate in the International Ploughing Match being held in Huron County in 2017 and events leading up to this event.	<p>The Special Events Subcommittee and the Accessibility Coordinator will present a request to County Council to participate.</p> <p>The same Sub-Committee and the Accessibility Coordinator will develop an interactive display if County Council approves.</p> <p>They will also organize volunteers to man booth.</p>	<p>County Council will receive request.</p> <p>County Council will assist in manning the display.</p>	Working Group will approach their Council to help man the booth.	Will start organizing in April.

**NOTE:**

The HCCAC Objectives will be reviewed annually (November) by the Committee to assess progress and to update and add new initiatives accordingly.

## APPENDIX 2

### Development Requiring Consultation with the Huron County Accessibility Advisory Committee Under the Design of Public Spaces Standard, AODA 2005

#### Design of Public Spaces Standard, Integrated Accessibility Standards 191/11

([http://www.mcass.gov.on.ca/documents/en/mcass/accessibility/DOPS%20Guidelines%20\(short\)%20FINAL%20April%202014%20EN-s.pdf](http://www.mcass.gov.on.ca/documents/en/mcass/accessibility/DOPS%20Guidelines%20(short)%20FINAL%20April%202014%20EN-s.pdf))

#### Organization Compliance Dates

Affected Organizations	Compliance Dates
Ontario Government and Legislative Assembly	January 1, 2015
Designated <b>public sector</b> organizations with <b>50+</b> employees	January 1, 2016
Designated <b>public sector</b> organizations with <b>1-49</b> employees	January 1, 2016
<b>Private and not-for-profit</b> organizations with <b>50+</b> employees	January 1, 2017
<b>Private and not-for-profit</b> organizations with <b>1-49</b> employees	January 1, 2018

#### Development under the Design for Public Spaces Standard that require consultation with the HCAAC and the public:

Development Requiring Consultation with HCAAC	Design Elements	Page Number
<b>Recreational Trails and Beach Access Routes</b> (all compliance dates apply)	<ul style="list-style-type: none"> <li>-Trail slope</li> <li>-Need for, and location of ramps on trails</li> <li>-Need for, location and design of: <ul style="list-style-type: none"> <li>-Rest areas</li> <li>-Passing areas</li> <li>-Viewing areas</li> <li>-Amenities on trail</li> <li>-Any other pertinent feature</li> </ul> </li> <li>-Consultation on Beach Access Routes</li> </ul> NOT REQUIRED	23-24
<b>Outdoor Play Spaces</b> (Private and not-for-profit organizations with 49 or fewer employees are not required to comply)	<ul style="list-style-type: none"> <li>-Needs of children and caregivers with various disabilities</li> <li>-Accessibility Features</li> </ul>	50-51
<b>Exterior Paths of Travel</b> (Private and not-for-profit organizations with 49 or fewer employees are not required to comply)	<ul style="list-style-type: none"> <li>-Design and placement of Rest Areas</li> </ul>	81

<b>On-Street Parking</b> <i>(Only Designated Public Sector organizations of 1-49 and 50+ employees are required to comply)</i>	-Need for, location and design of accessible on-street parking spaces	99-101
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The “Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces” can be found online at: <http://www.gaates.org/DOPS/default.php>



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Council  
**PREPARED BY:** Chief Tim Poole  
**DATE:** 16 February 2016  
**SUBJECT:** Pre Budget Approval  
**ATTACHMENTS:**

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron approve per budget release of reserve police funds up to \$39,000.00 to purchase a used police cruiser to immediately replace a non serviceable cruiser.

### **EXECUTIVE SUMMARY**

In 2012 Wingham Police purchased a 2011 Dodge Charger Police Cruiser. Since its purchase, there have been several major mechanical problems with it including internal engine problems. These were repaired by Chrysler under warranty. In December of 2015, the engine developed an internal noise. The vehicle was taken to a local mechanic who in turn referred us to Chrysler indicating that the job was too extensive. The vehicle was taken to Hanover Chrysler and it was determined that the engine would have to be replaced. On the recommendation of the dealership, this work was not undertaken as the cost to do the work would be more than the worth of the vehicle. Their recommendation was to drive it until the engine seizes. This poses a major problem when you are referring to a police vehicle. On occasion police are dispatched to life threatening situations and should the engine give out when they are responding to such a call, then the general public could be put in danger. This vehicle has been taken out of general service, leaving the service with one cruiser. This can be a problem as well as there are times when that cruiser will be down for general maintenance and the service has the requirement to transport prisoners to Goderich and the unmarked 2004 Ford Taurus is not acceptable for that purpose. The Police Service Board budgeted for a new cruiser in the 2016 budget. If we were to wait for that budget approval then order a new cruiser, which would be unacceptable as we would probably not receive the cruiser until late summer or fall. The Police Sector Purchasing Cooperative has negotiated prices with the three major manufacturers for all Ontario Police Services, eliminating the necessity of having to price shop. Should we wait for full budget approval, it would be the fall before we have our full complement of vehicles.

### **DISCUSSION**

The police service requires two functioning marked vehicles in order to maintain provincial standards. The addition of an Expedition would enable the service to maintain that level plus would enable a four wheel drive capability during the winter months.

### **FINANCIAL IMPACT**

Essentially most of the money (about \$23,000) is already in reserves and we have an unexpected revenue of \$8,000 for assisting other police services around the province with their fingerprint processes.

**FUTURE CONSIDERATIONS**

The service will have to purchase a new vehicle within three years to replace the 2004 Taurus.

**RELATIONSHIP TO STRATEGIC PLAN**

Our administration is fiscally responsible and strides for operational excellence.

**REVIEWED BY (INITIAL)**

CAO \_\_\_\_\_ Clerk \_\_\_\_\_ Treasurer \_\_\_\_\_ Dir of PW \_\_\_\_\_ Chief Operator \_\_\_\_\_ Dir of Rec & Fac \_\_\_\_\_

Fire Chief \_\_\_\_\_ Police Chief  Other \_\_\_\_\_



\_\_\_\_\_  
Timothy Poole, Chief of Police

\_\_\_\_\_  
Kathy Adams, Clerk

RECEIVED

FEB - 0 2016



January 22, 2016

TOWNSHIP OF NORTH HURON

Dear Township of North Huron ,  
Township of North Huron  
P.O. Box 90, 274 Josephine Street  
Wingham ON N0G 2W0

Re: Invitation to participate in Autism Ontario's "Raise the Flag" campaign on **April 4<sup>th</sup> 2016** in celebration of World Autism Awareness Day.

Dear Sir / Madam,

April 2, 2016, will mark a historic day in Canada for the autism community. For the fourth year, Canadians will officially recognize World Autism Awareness Day.

To formally acknowledge the day, Autism Ontario is inviting all municipalities to proclaim April 2, 2016 as World Autism Awareness Day and **raise Autism Ontario's Flag on Monday, April 4<sup>th</sup>, 2016 due to weekend office closures on the official day.**

By participating in our 2016 "Raise the Flag" campaign, you are increasing public awareness about Autism Spectrum Disorder (ASD), and the day-to-day issues faced by people with autism and their families.

If your community is interested in supporting autism awareness by participating in Autism Ontario's "Raise the Flag" campaign on **April 4, 2016**, please return the attached RSVP form by mail on or before March 11, 2016.

**Last year we requested that municipalities keep the flag for future use. We have a limited number of flags available for those who require one; please make note when completing the RSVP form if you require one.**

The March 11, 2016 registration deadline will allow us to mail out flags to those who need it, and to advertise through our communication channels that your municipality will be participating. We recognize municipalities have a formal approval process for recognizing charitable proclamations and flag raisings, and may not be able to register by the deadline. If this is the case we still invite you to proclaim the day and raise a flag, if you have one. Please notify us of your participation by emailing [rtf@autismontario.com](mailto:rtf@autismontario.com).

Please visit [www.raisetheflagforautism.com](http://www.raisetheflagforautism.com) in the coming weeks to access new engaging resources and to share your stories of inclusion!

For questions regarding participation, please contact the Raise the Flag committee at 416-246-9592 or at [rtf@autismontario.com](mailto:rtf@autismontario.com).

Sincerely,

Autism Ontario's Raise the Flag Committee  
1179 King Street west, Suite 004  
Toronto, Ontario  
M6K 3C5  
416-246-9592  
[rtf@autismontario.com](mailto:rtf@autismontario.com)

### About Us

Autism Ontario is the leading source of information on autism and one of the largest collective voices representing the autism community in Ontario. Today, 1 in 94 children are diagnosed with autism in Canada. Through improved public awareness, Autism Ontario strives to increase opportunities and acceptance for over 100,000 people living with Autism Spectrum Disorder in Ontario, ensuring that each person with ASD is provided the means to achieve quality of life as a respected member of society.

Learn more at [www.autismontario.com](http://www.autismontario.com)

### Enclosure:

- Proclamation
- RSVP form

### Follow us on Twitter!

@AutismONT and tweet your Raise the Flag photos with #RaisetheFlagforAutism



**THE CORPORATION OF THE  
TOWNSHIP OF NORTH HURON  
BY-LAW NO. 19-2016**

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Being a by-law to authorize the Township of North Huron to participate in an Accessibility Plan for the County of Huron and Huron County Lower Tier Municipalities as described and attached hereto as Schedule "A".

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**WHEREAS** the Municipal Act, R.S.O., 2001 authorizes a lower-tier municipality to pass by-laws respecting matters within the spheres of jurisdiction;

**AND WHEREAS** Section 11(1)(a) of the Ontarians with Disabilities Act, 2001 states that each year, the council of every municipality shall, prepare an accessibility plan;

**AND WHEREAS** the Council of the Corporation of the Township of North Huron is desirous of entering into an Accessibility Plan with the County of Huron and participating Lower Tier municipalities with the County of Huron;

**NOW THEREFORE** the Council of the Corporation of the Township of North Huron ENACTS the following:

1. That the Township of North Huron hereby adopts the 2016 Annual Accessibility Plan of the County of Huron and the lower tier municipalities, to which the Township of North Huron is hereby authorized to be a party.
2. That a copy of the 2016 Annual Accessibility Plan is attached hereto as Schedule 'A' and forms part of this by-law.
3. That all provisions of this by-law shall be binding and effective. In the event that any particular provision or provisions or part of a provision is found to be void, or unenforceable for any reason whatever, then the particular provision of provisions or part of the particular provision shall be deemed severed from the remainder of this by-law and all other provisions shall remain full force.
4. That this by-law supersedes By-law No. 67-2012.
5. This By-law shall come into force and takes effect on the day of final passing thereof.

READ A FIRST AND SECOND TIME THIS 16<sup>TH</sup> DAY OF FEBRUARY, 2016.

READ A THIRD TIME AND FINALLY PASSED THIS 16<sup>TH</sup> DAY OF FEBRUARY, 2016.

CORPORATE SEAL

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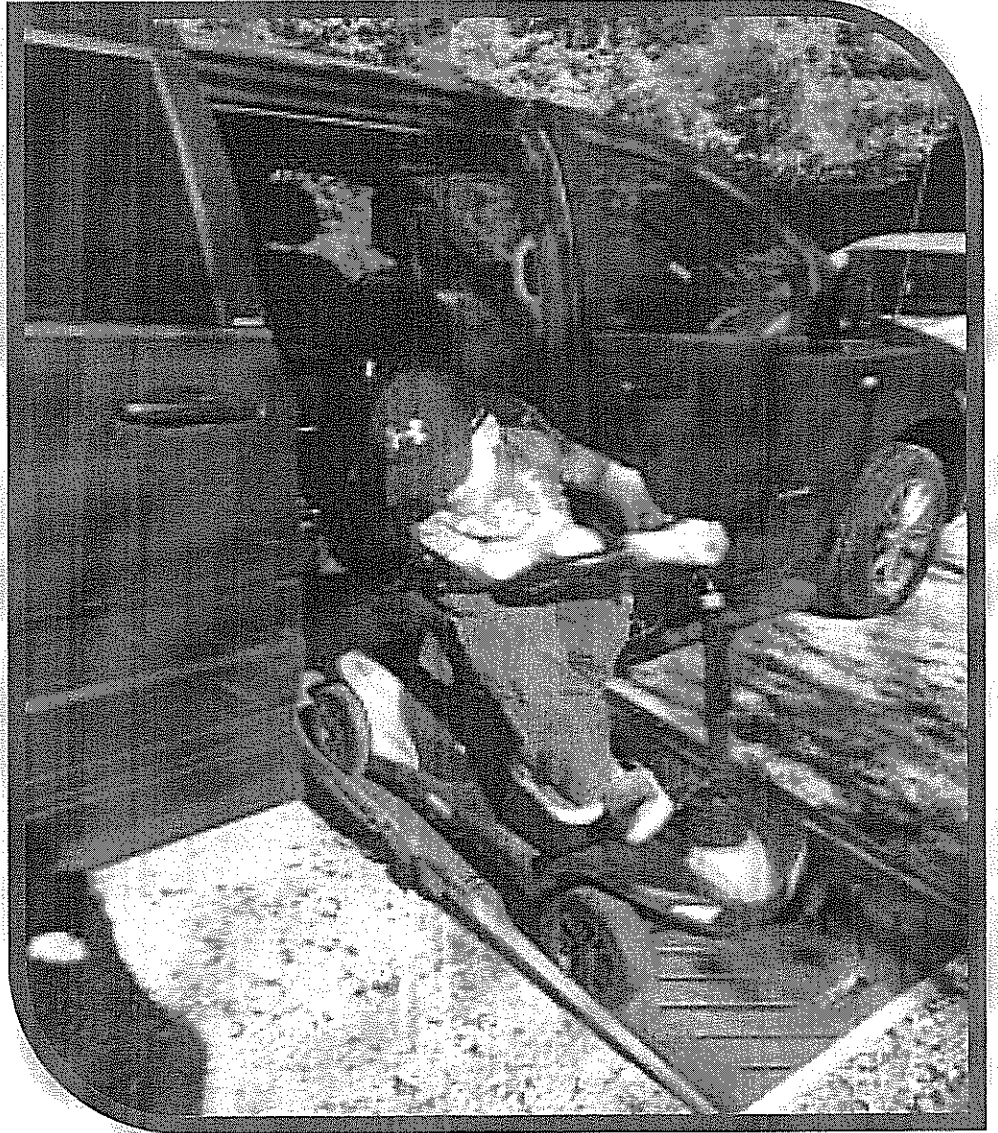
Reeve Neil G. Vincent

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Clerk Kathy Adams

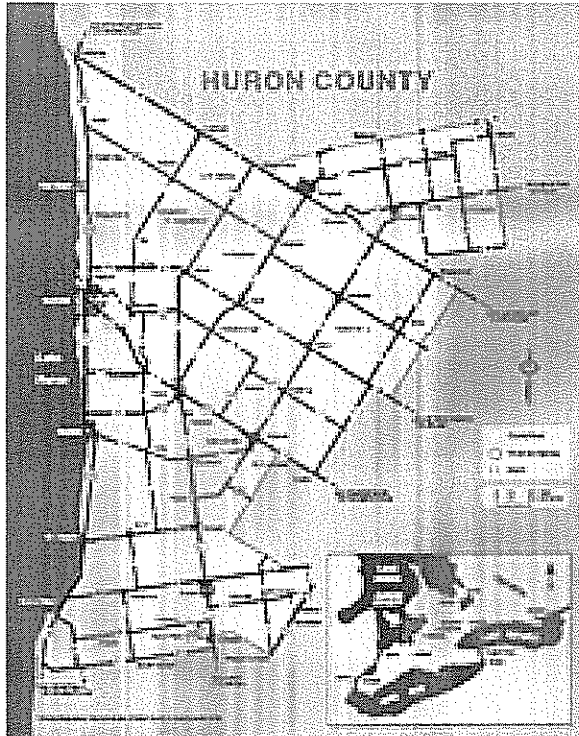


## 2016 Annual Accessibility Plan



**Sandra Thompson,  
Wheeling and Able**

## EXECUTIVE SUMMARY



The Huron County Accessibility Advisory Committee is an established community resource that creates, develops and implements the objectives of Huron County be it mandated by legislation or inspired by local community groups and people from across Huron County sharing the vision of Huron County's Accessibility Advisory Committee.

It is the responsibility of the Huron County Accessibility committee to advise Huron County Council about the requirements and implementation of accessibility standards.

Since inception, the Huron County Accessibility Committee has been promoting and developing a barrier-free Municipality for citizens of all abilities including persons with disabilities. Through local media, public events, award

ceremonies and speaking engagements the Committee continues to educate and advise on accessibility issues while broadening awareness within Huron County and its lower tier municipalities.

As the provincial legislation and regulations mature, the Huron County Accessibility Advisory Committee will continue its efforts in promoting awareness, while implementing educational and training guidelines, policies and standards defined by The Ontarians with Disabilities Act.

## CONTACT INFORMATION

This document is available in alternate formats upon request, such as electronic, large font or text only.

For additional information, please contact:

Sandra Thompson, Accessibility Coordinator at  
[sthompson@huroncounty.ca](mailto:sthompson@huroncounty.ca)

Or Phone 519-524-8394, Extension 3259

Or mail:

Huron County Accessibility Advisory Committee  
1 Courthouse Square  
Goderich, ON. N7A 1M2

This report is available online at:

[http://www.huroncounty.ca/administration/acc\\_accessibilityplan.php](http://www.huroncounty.ca/administration/acc_accessibilityplan.php)

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## ONGOING GOALS

Huron County continues bettering its communities for all abilities including those with disabilities.

The Huron County Accessibility Advisory Committee (HCAAC) believes in taking action. That action today will improve tomorrow and strengthen our communities for all. By improving the quality of life for people with disabilities today we ensure access for those who face disabilities tomorrow.

The HCAAC is determined to provide Huron County businesses with the knowledge and information needed to create barrier free communities and economies.



## BACKGROUND

One in seven people in Ontario has a disability. Over the next 20 years, that number will rise as the population ages. Creating municipalities where every person who lives or visits can participate fully makes good sense — for our people, our businesses and our communities.

Although our governments have dedicated tremendous resources towards the vision of a barrier free Ontario, the reality is that persons with disabilities still face barriers which prevent them from participating in all aspects of society. As a community we must learn to see barriers as our fellow citizens with disabilities live with them.

The Accessibility for Ontarians with Disabilities Act, 2005 calls on the business community, public sector, not-for-profit sector and people with disabilities or their representatives to develop, implement and enforce mandatory accessibility standards. Accessibility standards are the rules that businesses and organizations in Ontario will have to follow to prevent or remove barriers to accessibility for all citizens.

**MESSAGE FROM THE HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE'S CHAIR:**

## AWARENESS & ENGAGEMENT

One of Huron County Accessibility Advisory Committee's (HCAAC's) greatest strengths lies in our Committee Members, who pursue so passionately a vision of informing, educating and inspiring residents from across Huron County on making Huron County accessible for people of all abilities and ages, eventually leading to a fully inclusive society for all.

The HCAAC has continued to invest a lot of time and effort into the development of accessibility training to employees/staff of all kinds through continuous learnings on training requirements defined in the Integrated Accessibility Regulation. These learning opportunities were customized into six modules:

- Customer Service,
- General Requirements,
- Human Rights,
- Employment,
- Information & Communication, and
- Design of Public Spaces.

What training each staff is required to take is based on the job responsibilities, ex) if you are a Facilities staff you are required to take the minimum training which includes Human Rights, General Requirements and Customer Service. If you have a Management position you are required to complete all training modules.

In 2015 the HCAAC expanded training amongst Huron County Businesses. It is a goal of the HCAAC to continue to provide businesses' with training opportunities and provide training material to increase their awareness and knowledge of the Government Legislation in 2016. It is our hope to also increase engagement between HCAAC and local businesses.

### GOVERNANCE:

At 2014 year-end, County Council approved the revised HCAAC Terms of Reference.

We successfully ushered in a newly elected Committee with a nice blend of energized individuals mixed with a couple experienced Committee members that have brought their past knowledge and experience to the Committee. I would like to take this opportunity to thank those past members that contributed years of volunteering and their passion for creating an inclusive society.

Thank you.

Dave Frayne  
Committee Chair  
COUNTY COUNCIL (2016)

Huron County is governed by County Council, which is made up of fifteen (15) members from area municipalities. Each municipality located within Huron County, is represented at County Council by their representatives - Mayors or Reeves, Deputy Mayors or Deputy Reeves.

At their Inaugural Session in December (every 2 years), County Council elects a Warden from among the Councilors. The Warden is the executive officer of the Corporation and the head of County Council. The Warden chairs County Council meetings, sits as an ex-officio member on all Standing Committees, and represents the County at a wide range of functions and activities.

### **HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE (HCAAC)**

The Huron County Accessibility Advisory Committee is made up of 9 voting members including 5 persons with a disability as defined in the Ontarians with Disabilities Act (ODA): 1 person from professional discipline; 1 citizen representative; 1 elected official; Warden as ex-officio. The HCAAC is supported by 6 non-voting members including the chair of the ODA Working Group, 1 person from County Planning Department, 1 Municipal Building Official; Huron County CAO; the Accessibility Coordinator and the County Clerk.

Voting Members: Debbie Braun, David Burnfield, Crystal Groom, Barbara Hicks, Laurie Jacques, Charlene O'Reilly, Shawn Thomson, Paul Gowing-Warden, Dave Frayne – Chair

Non-Voting Members: Claire Dodds, Susan Cronin, Paul Gosling, Janice Hallahan, Brenda Orchard, Sandra Thompson

### **MESSAGE FROM ACCESSIBILITY COORDINATOR**

Dear Friends:

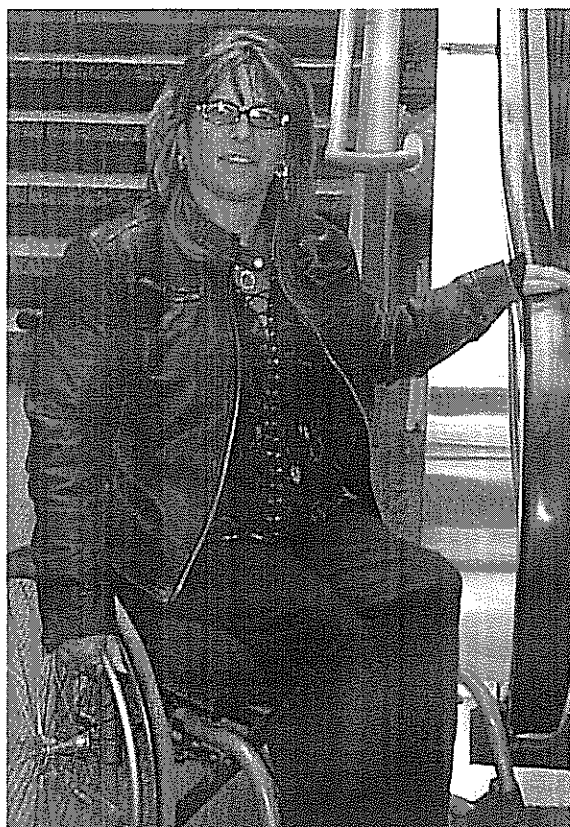


I am proud and honored to present to you our 2016 Annual Plan on behalf of the Huron County Accessibility Advisory Committee. Over the years I have witnessed a lot of change in society and a multitude of emerging opportunities to reduce existing barriers that prevent the disabled population from enjoying full inclusion. The HCAAC has created a vision to make Huron County accessible for people of all abilities. They articulate their vision, passionately own their vision, and are working to drive it to completion.

The HCAAC has stayed focused on achieving full compliance to the Government's legislation as deadlines approach. Successfully achieving compliance resulted in us becoming a truly engaged community partner, and continues to strengthen us as we continue on this journey of inclusion, independence, compliance and choice.

Other areas of focus are collaborating with and providing training opportunities and materials to businesses in Huron County and developing some social media avenues. HCAAC will continue to modernize our service delivery methods with investments in technology and social media tools as resources allow.

We are very proud of our successful expansion of our annual National Access Awareness Week Event and Awards Program. The guest speaker was Luca "LazyLegz" Patuelli. There were three performances held on June 2, 2015 at the Maitland River Elementary School and F.E. Madill Secondary School in Wingham Ontario. The performances were broken down by age to ensure the different attention spans were accommodated. The first performance was for Grades PK – Grade 2, the second for Grades 3 – 6 and the third performance at F.E. Madill for all high school students from Grades 7-12. Approximately 1290 students participated in the performances. This is our largest audience by far and the most engaged audience. Luca's message of No Excuses – No Limits was heard and retained by our youth. This event also received the most media attention we have ever had: London City TV, Wingham Advanced Times, Lucknow Sentinel, Citizen, The Focus, On-Air CKNX Interview. Our Awards portion of the event doubled in size.



We benefit from the wise members of our Committee, the strong support of our County Council and Management, the dedication of Huron County staff, and the talents and

commitment of our volunteers. We thank them all. Together, we see the promise of a more inclusive society and together we will continue to deliver on our vision.

Thank you and I hope you enjoy reading our report.

Sandra Thompson  
Accessibility Coordinator

OUR VISION

The Huron County Accessibility Advisory Committee will inform and inspire people from across Huron County on making Huron County accessible for people of all abilities and ages. Age-Friendly Community Planning and the removal of barriers for persons with disabilities go hand-in-hand.

## OUR MISSION

The Huron County Accessibility Advisory Committee will assist Huron County Council and participating municipalities to fulfill the purpose of the Ontarians with Disabilities Act and Accessibility for Ontarians with Disabilities Act by providing vision and advice to council in regards to the removal of barriers by 2025.

## OUR MANDATE

The authority to establish the Huron County Accessibility Advisory Committee (HCAAC) originated from the provisions of the Ontarians with Disabilities Act (ODA) and will continue to exist under the provisions of the Accessibility for Ontarians with disabilities Act.

The HCAAC is the advisory committee to Huron County Council and participating municipalities fulfilling the purpose of the ODA and the Accessibility for Ontarians with Disabilities Act (AODA).



**Nearly Completed Barrier Free Entry to Wingham Hospital**

**Proudly designed with disabilities in mind.**

## GOALS & OBJECTIVES OF THE HCAAC

The objective of the Huron County Accessibility Advisory Committee are revised and updated annually in November and are used as a resource that outlines the role and responsibilities of the HCAAC and also provides a monitoring tool to ensure all tasks are completed and not forgotten. (See Appendix 1) This document is divided into two sections:

- Objectives mandated by legislation under the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Integrated Accessibility Standard (IASR)
- Objectives driven by communities to accomplish the committee's vision of informing and inspiring people from across Huron County on making Huron County accessible for people of all abilities.

#### LAST YEAR'S GOALS:

- Under the requirements of the Ontarians with Disability Act 2001, the HCAAC continued to create and post a Multi-Year Accessibility Plan and an Annual Accessibility Plan that contains the goals of Huron County and last year's successes.
- Under the requirements of both the ODA and the AODA, the HCAAC continued to review, in a timely manner and advise municipalities, local businesses and County Council on the accessibility of building plans and drawings for renovation and new construction, and the purchase or lease of public buildings as well as review exterior site plans as requested.
- The HCAAC received approval from County Council to use the document -Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces developed by the Global Alliance on Accessible Technologies and Environments (GAATES) and supported by the Ontario Government as the main staff resource. This document was very well done and incorporates both site plan and design of public spaces requirements.
- Provided advice to County Council and participating municipalities with respect to government directives and regulations relating to the status of persons with disabilities including regulations for the Accessibility for Ontarians with Disabilities Act, 2005 and more specifically the Integrated Accessibility Standard Regulation. The HCAAC will continue to provide advice and direction to Huron County Council on obtaining full compliance within timelines set out in the Regulation.
- The Committee continued to enhance relationships with County Council, local municipalities, businesses, the Huron Perth Catholic District School Board and the Avon Maitland District School Board.
- Continued to incorporate and enhance an annual awards program in conjunction with National Access Awareness Week to celebrate organizations and individuals who are working to build a more inclusive society. The award is to promote

public awareness of the importance of barrier-free design and to recognize excellence in accessibility design.

- To increase awareness and create a stronger presence in the community, the Committee continued to host the National Access Awareness Week Celebration with this year's goal bringing more than one school together for the event.
- The Committee will keep Huron County Building Officials updated on "new" legislation with regards to the built environment, public spaces and site plans.

## 2015 ACHIEVEMENTS

The Huron County Accessibility Advisory Committee has worked diligently to achieve the goals defined within the approved plan. Recognized achievements include:

- **Accessibility Plans:** The County of Huron has created an Annual Accessibility Plan under the Ontarians with Disabilities Act 2001 and a Multi-Year Accessibility Plan update under the Accessibility for Ontarians with Disabilities Act 2005, with annual updates on successes. The County of Huron has completed both requirements with the documents approved by County Council at the December 2015 County Council meeting.
- **Site Plan Reviews:** The Huron County Accessibility Advisory Committee has been actively engaged with county staff as well as private businesses and organizations in conducting Site Plan Reviews in a timely fashion. The committee believes public awareness will continue to stimulate community participation and the sub-committee's time and commitment.
- **Government Directives and Regulations:** The Accessibility Advisory Committee has provided updates and advice about new government directives and regulations to County Council and the Working Group. The Working Group is made up of one volunteer/staff member from each lower tier. Each member of the group reports back to and shares newly developed resources and material approved by County Council to their Mayor/Councillors.
- **Continued Relations with County Council, Lower Tiers and Businesses:** The Committee has reached out to the community. Aside from regular Council updates shared by County council representatives with their respective municipalities the committee has contacted lower tiers and private business to participate in committee organized awareness events and various speaking engagements with a noticeable increase in Councillor participation in community events.

- **Annual Awards Program.** The Annual Awards Program has been expanded and well received. The awards program was created to promote public awareness of the importance of barrier-free design, and to recognize excellence in accessibility design. Four awards were presented in 2015 (which is double the awards awarded in 2014) in conjunction with National Access Awareness Week to the owner(s) of a building or facility that has been designed or renovated with special regard to accessibility for persons with a disability. Two awards will be presented to private businesses and two to public sector organizations.
- **National Awareness Week:** The HCAAC has successfully hosted its fifth National Awareness Week event in co-operation with the Avon Maitland School Board. Attendance as well as media attention continues to build awareness in our community.
- **Approval of New Resources:** The HCAAC & Huron County Council have approved the "Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces" as the official document for Building Officials to ensure that Huron County is in compliance with the standard. The HCAAC provided each lower tier with two printed hard copies of the document (one for each Building Official and one to be kept in the office for residence to use), one copy for each of the Site Plan Review Subcommittee and 2 copies for Huron County residence to use. This additional resource can be found online at: <http://www.gaates.org/DOPS/default.php>
- Huron County's Planning Department consulted with the HCAAC, County Council, appropriate County Staff and public businesses on Design Elements we are required to be in compliance with and when. (See Appendix 2)
- Huron County's Planning Department received County Council approval on the revised document entitled "Universal Design and Accessibility Guideline for Site Plan Control, 2015 Edition". In the interest of assisting municipalities in Huron County, the HCAAC committee has prepared this document, outlining standards for accessibility that can be adopted by municipal councils and implemented locally through the site plan control approval process. The HCAAC committee firmly believes that it is important to implement the same standards of accessibility throughout the province and region; as such, the 2008 guideline has been updated to be consistent with the Design of Public Spaces Standard, a standard under the Accessibility for Ontarians with Disabilities Act, 2005.
- A new HCAAC was elected implementing the newly revised Terms of Reference.
- All new County staff received all required training within an appropriate time frame.

- The HCAAC was represented at Huron County's Brochure Swap by two disabled young men who are local resident. The event proved to be successful as we received thirteen requests for business training on the regulations. This will be completed in early 2016.

## 2016 GOALS

- Under the requirements of the Ontarians with Disability Act 2001 (ODA) and the Accessibility for Ontarians With Disabilities Act 2005 (AODA), the HCAAC will continue to create and post a Multi-Year Accessibility Plan and an Annual Accessibility Plan that contains the goals of Huron County and last year's successes.
- Under the requirements of both the ODA and the AODA, the HCAAC will continue to review in a timely manner and advise municipalities and local businesses on the accessibility of building plans and drawings for renovation and new construction, and the purchase or lease of public buildings as well as review exterior site plans as requested.
- The Committee will continue to enhance relationships with County Council, local municipalities, businesses, the Huron Perth Catholic District School Board and the Avon Maitland District School Board.
- Continue to incorporate and enhance an annual awards program in conjunction with National Access Awareness Week to celebrate organizations and individuals who are working to build a more inclusive society. The award is to promote public awareness of the importance of barrier-free design and to recognize excellence in accessibility design.
- To increase awareness and create a stronger presence in the community, the Committee will continue to host a National Access Awareness Week Celebration with this year's goal bringing more than one school together for the event.
- The Committee will keep Huron County Building Officials updated on all new legislation with regards to the built environment, public spaces and site plans.
- Develop new programs to engage local businesses in developing barrier free communities. Example, One Step, a program to encourage businesses to get involved in developing barrier free communities while getting recognized in the community for their efforts and participation.
- The HCAAC will work with the County's IT Specialist by providing recommendations on making the Accessibility portion of the County's website much more user friendly.

- Develop a training package for Huron Businesses to fulfill their training request received at the Brochure Swap for an Accessibility Workshop on AODA Compliance Requirements.
- Develop a training package for Huron Business to fulfill their training request received at the Brochure Swap.
- Actively participate in the International Ploughing Match being held in Huron County in 2017 and events leading up to this event.

## **BARRIER FREE COMMUNITIES BETTER BUSINESSES AND BOTTOM LINES**

People with disabilities regularly face barriers that prevent them from working, shopping, travelling and simply living in their communities. The Accessibility for Ontarians with Disabilities Act, 2005 was passed leading to the creation of five standards in accessibility in the areas of Customer Service, Information and Communication, Employment, Transportation and the Built Environment. Recognizing the leadership role of our government by passing the act in 2005 its local communities and private businesses that are now tapping into new customers while harnessing a larger, more diverse work force.

## **RETURN ON INVESTMENT**

What is the return on investment or benefits to employers for hiring people with disabilities? The following are some of the benefits as reported by employers.

## **HIRING PEOPLE WITH DISABILITIES**

- Contributes to a better rate of attendance, punctuality, employee morale, team-work and safety in the workplace.
- Often leads to a reduction in staff turnover; people with disabilities have proven to be skilled and loyal employees.
- Shows that the company values diversity and is a tangible example of good corporate citizenship.
- Increases the purchasing power for individuals with a disability and their families.
- Reflects the demographics of your community, and enhances the community's understanding of people with disabilities.
- May free up resources to complete other tasks and increase productivity.



- Allows the person with a disability to be a role model to the staff and community and others with a disability.
- May include free corporate marketing when your new employee talks about where they work.
- May require accommodations for your new employee, but the change may make your company more robust, innovative and adaptive.

#### QUICK FACTS:

- Improved accessibility in Ontario can help generate up to \$9.6 Billion in new retail spending and 1.6 billion in new tourism spending.
- Currently, Canadians with disabilities influence the spending decisions of 12-15 million other consumers.
- In the next 20 years, an aging population and people with disabilities will represent 40% of total income in Ontario-that being \$536 Billion
- 1 in 7 people in Ontario have a disability. That's 1.85 million Ontarians.
- By 2036, as our population ages, 1 in 5 people in Ontario will have a disability.

APPENDIX 1  
2016 PRIORITIES FOR HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE

OBJECTIVES MANDATED BY LEGISLATION:

Priority	HCAAC Responsibility	Council Responsibility	Working Group Responsibility	Timeline Targets
1 Under the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Integrated Accessibility Standard (IAS), the County of Huron is required to establish, implement, maintain, and document a Multi-Year Accessibility Plan. The Plan outlines the organization's strategy to identify, prevent and remove barriers for people with disabilities in the County's programs, services, and facilities, over a five-year plan.	Huron County's Accessibility Coordinator will review and revise the Multi 5-Year Accessibility Plan highlighting the previous year's successes in consultation with the HCAAC and County staff annually. Once approval is obtained from County Council, the revised Multi 5-Year Accessibility Plan will be posted on the County website as directed in the Integrated Accessibility Standard (IAS).	County Council will approve the revised Multi 5-Year Accessibility Plan and send a copy to the Ministry of Economic Development, Trade and Employment as directed in the Integrated Accessibility Standard (IAS). CAO will share the plan with Senior Management Team to ensure all departments work towards implementation of the Multi 5-Year Accessibility Plan.	HCAAC Working Group Representatives will present the revised Multi 5-Year Accessibility Plan to their Councils for approval. Once approval is obtained for the revised Multi 5-Year Accessibility Plan, it will be posted on lower tier websites and will be implemented.	Multi 5-Year Accessibility Plan written every 5 years, effective January, 2013. The Multi 5-Year Accessibility Plan will be reviewed, maintained, updated and successes reported on and posted on the website annually. Council to approve by January 1st
2 Under the requirements of the ODA, the County of Huron is required to create and post an Annual Accessibility Plan that contains the goals of Huron County and last year's successes.	Huron County's Accessibility Coordinator will create the Annual Accessibility Plan in consultation with the HCAAC and County staff as appropriate and will present annual plan to committee by December each year.	County Council will approve and send a copy of the Annual Accessibility Plan to the Ministry of Economic Development, Trade and Employment as directed in the ODA, 2001.	HCAAC Working Group will present the Annual Accessibility Plan to their Councils for approval.	County Council will approve the Annual Accessibility Plan by January 1 each year.

The identified goals are in alignment with the Multi-Year Plan.	Once approval is obtained from County Council, the Annual Accessibility Plan will be posted on the County website as directed in the ODA 2001.	CAO will share the plan with Senior Management Team to ensure all departments work towards implementation of the Annual Accessibility Plan.	Once approval is obtained the Annual Accessibility Plan will be posted on lower tier websites and will be implemented.	
<p><b>3</b> Under the requirements of both the ODA, 2001 and the AODA, 2005 the HCAAC must review in a timely manner and advise municipalities and businesses on the accessibility of building plans for renovation and new construction, and the purchase or lease of public buildings as well as review exterior site plans as requested. The Committee will use the Illustrated Guide of the Accessibility Standards for Outdoor Spaces produced by GAATES and supported by Ontario Government.</p>	<p>The HCAAC ~ Building Plan Review, Site Plan and Physical Architectural Assessment Committee is responsible for meeting and reviewing site plans and providing comment and recommendations in a timely manner. A motion will be presented to County Council for the Illustrated Guide of the Accessibility Standards for Outdoor Spaces by approved as the resource of choice.</p>	<p>Huron County Council is responsible for keeping appropriate lower tier staff informed of their duty to request site plan reviews with the HCAAC prior to purchasing, construction, renovation or lease.</p> <p>County Council to review and approve if appropriate.</p>	<p>The Working Group is responsible for keeping appropriate lower tier staff informed of their duty to request site plan reviews with the HCAAC prior to purchasing, construction, renovation or lease.</p> <p>If approved the Working Group will share the resource with building officials.</p>	<p>The HCAAC Building Plan Review Site Plan and Physical Architectural Assessment Committee will accommodate as quickly as possible, not being any longer than 30 days.</p> <p>Completed</p>

4	<p>Provide advice to County Council and participating municipalities with respect to government directives and regulations relating to the status of persons with disabilities including regulations for the Accessibility for Ontarians with Disabilities Act, 2005.</p>	<p>To gather comments on proposed regulations and standards, the Accessibility Coordinator will work with the Directive and Regulation Review Subcommittee. The Accessibility Coordinator will also work with staff from various departments across the County and the Working Group to further identify concerns on how the proposed regulation may be implemented.</p>	<p>The Accessibility Coordinator will prepare regular updates for County Council. The update will provide a summary of the requirements outlined in the regulations and standards and an overview of the County's readiness to meet the requirements.</p>	<p>The Working Group will provide comments and concerns with the Accessibility Coordinator on the requirements and the regulations and standards.</p> <p>The Working Group will share updates with appropriate staff at their Municipality.</p>	Ongoing
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**OBJECTIVES DRIVEN BY PASSION TO ACCOMPLISH THE COMMITTEE'S VISION OF INFORMING AND INSPIRING PEOPLE FROM ACROSS HURON COUNTY ON MAKING HURON COUNTY ACCESSIBLE FOR PEOPLE OF ALL ABILITIES.**

<b>5</b>	<p>The Committee will continue to enhance relationship with the Avon Maitland District School Board and Huron Perth Catholic District School Board and focus on the importance of changing societal stigmas associated with individuals living with a disability. The greatest change starts with our youth.</p>	<p>The Special Events Awareness and Community Education Subcommittee will come up with joint ventures with the AMDSB.</p> <p>The subcommittee will explore options available in making next year's National Access Awareness Week Event a school outing involving more than one school for local school children. May also consider collaborating with Perth County.</p>	<p>County Council will be consulted with in the development stages.</p>	<p>The Special Events Awareness and Community Education Subcommittee will consult with the working group during development stages.</p>	<p>Ongoing</p> <p>Completed by May 2016.</p>
<b>6</b>	<p>Continue to develop greater relationships with County Council, Lower Tiers and local businesses. This will be achieved through:</p> <ul style="list-style-type: none"> <li>the development of information packages regarding new legislation</li> <li>speaking engagements at BIA meetings, lower tiers and to agencies and business by individuals with disabilities, putting a face to the issues at hand.</li> <li>regular council updates.</li> </ul>	<p>The Accessibility Coordinator will provide regular County Council updates keeping Council informed on the issues and set up speaking arrangements for Debbie, Luke and Zane Braun to speak and illustrate how important barrier free communities are.</p> <p>The Special Events Awareness and Community Education Subcommittee will develop an information package for local businesses.</p>	<p>County Council will encourage lower tiers to participate in and host a speaking engagement at one of their Council meetings.</p> <p>County Council will provide their feedback and suggestions on the content of the information packages.</p>	<p>The Accessibility Coordinator will work with the Working Group on scheduling speaking engagements at their Council Meetings.</p>	<p>Ongoing</p>

7	<p>Continue to implement our annual awards program to celebrate organizations and individuals who are working to build a more inclusive society. The award is to promote public awareness of the importance of barrier-free design and to recognize excellence in accessibility design.</p> <p>The awards are incorporated with National Access Awareness Week.</p> <p>To increase awareness and create a stronger presence in the community, the Committee will continue to host National Access Awareness Week Celebrations.</p>	<p>The Special Events Awareness and Community Education Subcommittee will continue to implement an annual awards program recognizing one public sector organization and one private business or individual.</p>	<p>Ask County Council to have a greater presence at National Access Awareness Week celebrations.</p>	<p>Will ask Working Group to share nomination forms with County Building Inspectors as they have the greatest knowledge of who is building and/or renovating with barrier-free design being a focus.</p>	Ongoing
8	<p>The Committee will promote the One Step Project with Municipalities.</p>	<p>The Accessibility Coordinator will set meeting dates with Municipal Council to present project.</p>	<p>No action required.</p>	<p>No action required.</p>	June 2016

9	Develop a training package for Huron Business to fulfill their training request received at the Brochure Swap.	The Special Events Awareness and Community Education Subcommittee and the Accessibility Coordinator develop a training package on our Governments Regulations.  We will explore social media options to use when providing the training.	County Council will approve the training package that is developed.	The Working Group Representatives will share the material with the Council.	Spring 2016
10	The HCAAC will work with the County's IT Specialist by providing recommendations on making the Accessibility portion of the County's website much more user friendly.	The Accessibility Coordinator will gather suggestions from the HCAAC Members and then meet with the County Clerk (Susan Cronin) to share thoughts and suggestions.	County Council will approve HCAAC's recommendations.	The Working Group will share our progress with their Councils.	Ongoing
11	Actively participate in the International Ploughing Match being held in Huron County in 2017 and events leading up to this event.	The Special Events Subcommittee and the Accessibility Coordinator will present a request to County Council to participate.  The same Sub-Committee and the Accessibility Coordinator will develop an interactive display if County Council approves.  They will also organize volunteers to man booth.	County Council will receive request.  County Council will assist in manning the display.	Working Group will approach their Council to help man the booth.	Will start organizing in April.

**NOTE:**

The HCCAC Objectives will be reviewed annually (November) by the Committee to assess progress and to update and add new initiatives accordingly.

## APPENDIX 2

Development Requiring Consultation with the Huron County Accessibility Advisory Committee Under the Design of Public Spaces Standard, AODA 2005

Design of Public Spaces Standard, Integrated Accessibility Standards 191/11  
([http://www.mcass.gov.on.ca/documents/en/mcass/accessibility/DOPS%20Guidelines%20\(short\)%20FINAL%20April%202014%20EN-s.pdf](http://www.mcass.gov.on.ca/documents/en/mcass/accessibility/DOPS%20Guidelines%20(short)%20FINAL%20April%202014%20EN-s.pdf))

### Organization Compliance Dates

Affected Organizations	Compliance Dates
Ontario Government and Legislative Assembly	January 1, 2015
Designated <b>public sector</b> organizations with <b>50+</b> employees	January 1, 2016
Designated <b>public sector</b> organizations with <b>1-49</b> employees	January 1, 2016
<b>Private and not-for-profit</b> organizations with <b>50+</b> employees	January 1, 2017
<b>Private and not-for-profit</b> organizations with <b>1-49</b> employees	January 1, 2018

Development under the Design for Public Spaces Standard that require consultation with the HCAAC and the public:

Development Requiring Consultation with HCAAC	Design Elements	Page Number
<b>Recreational Trails and Beach Access Routes</b> (all compliance dates apply)	<ul style="list-style-type: none"> <li>-Trail slope</li> <li>-Need for, and location of ramps on trails</li> <li>-Need for, location and design of: <ul style="list-style-type: none"> <li>-Rest areas</li> <li>-Passing areas</li> <li>-Viewing areas</li> <li>-Amenities on trail</li> <li>-Any other pertinent feature</li> </ul> </li> <li>-Consultation on Beach Access Routes</li> </ul> NOT REQUIRED	23-24
<b>Outdoor Play Spaces</b> (Private and not-for-profit organizations with 49 or fewer employees are not required to comply)	<ul style="list-style-type: none"> <li>-Needs of children and caregivers with various disabilities</li> <li>-Accessibility Features</li> </ul>	50-51
<b>Exterior Paths of Travel</b> (Private and not-for-profit organizations with 49 or fewer employees are not required to comply)	<ul style="list-style-type: none"> <li>-Design and placement of Rest Areas</li> </ul>	81



**On-Street Parking**

*(Only Designated Public Sector organizations of 1-49 and 50+ employees are required to comply)*

-Need for, location and design of accessible on-street parking spaces

99-101

The "Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces" can be found online at: <http://www.gaates.org/DOPS/default.php>

**THE CORPORATION OF THE  
TOWNSHIP OF NORTH HURON**

**BY-LAW NO. 21-2016**

---

Being a by-law to adopt a Winter Maintenance of Sidewalks Policy  
for the Corporation of the Township of North Huron.

---

**WHEREAS** the Municipal Act, 2001, as amended permits the Councils of all municipalities to enter into certain agreements;

**AND WHEREAS** Council is desirous of executing a Winter Maintenance of Sidewalks Policy for the Corporation of the Township of North Huron;

**NOW THEREFORE**, the Council of the Corporation of the Township of North Huron ENACTS the following:

1. The Reeve and Clerk to sign, on behalf of Council are hereby authorized to sign a Winter Maintenance of Sidewalks Policy for the Corporation of the Township of North Huron.
2. A copy of the said Policy is attached hereto and designated as Schedule A to this By-law.
3. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 16<sup>TH</sup> DAY OF FEBRUARY, 2016.

READ A THIRD TIME AND PASSED THIS 16<sup>TH</sup> DAY OF FEBRUARY, 2016.

CORPORATE SEAL

---

Neil G. Vincent, Reeve

---

Kathy Adams, Clerk

# **MUNICIPALITY OF NORTH HURON**

## **POLICY #**

**EFFECTIVE DATE:**

**APPLIES TO:** Works Department

**RE: WINTER MAINTENANCE OF SIDEWALKS**

### **IT IS THE POLICY OF THE MUNICIPALITY OF NORTH HURON THAT:**

The Municipality of North Huron shall establish appropriate policies and programs to protect itself against the consequences of accidental losses which would adversely impact the capacity of the Municipality of North Huron to operate through a major deterioration of its financial resources or in its level of service to the public. The Municipality of North Huron will maintain, to the greatest possible extent, a work place, facilities and programs, and an infrastructure which provides a safe and secure setting for its employees and members of the public.

### **PURPOSE:**

The Municipality of North Huron at the time of preparation of this policy utilize public works employees to provide winter maintenance to certain sidewalks within the municipal boundaries. This winter maintenance program is designed to provide safe and convenient sidewalk conditions for pedestrian traffic during winter months. The works crew shall carry out sanding, salting and plowing operations on a list of identified sidewalks as directed by the Director of Public Works or other supervisory personnel to whom he reports.

Due to the costs associated with providing the current level of winter maintenance on sidewalks, the Municipal Council feels it necessary to direct the limited funds allocated for this purpose to particular sections of the Municipality's existing sidewalks.

### **LIMITATIONS:**

The Corporation has always endeavored to deliver top quality services across as broad a range of municipal functions as possible. These services have been tailored over time to

meet the needs of the residents of the Municipality of North Huron and are delivered in a cost efficient manner.

In the case of winter maintenance of sidewalks, the new financial reality dictates that costs associated with the delivery of this service, in the form of both machine time and man hours, have determined that all sidewalks in the Municipality cannot receive winter maintenance. If all existing sidewalks were to receive winter maintenance then other services in various departments of the Municipality would suffer. This in effect would cause the delivery of a variety of services in the Municipality to be thrown out of balance. Given the limited tax base from which the Corporation has to raise the revenues necessary to offset the operating costs associated with the provision of a variety of municipal services, an increase in the tax levy to fund winter maintenance of all sidewalks would prove to be insurmountable for Municipality of North Huron ratepayers.

**SCOPE:**

As such the corporation by way of this policy authorizes that only certain sections of Municipal sidewalks will receive the appropriate level of winter maintenance on a year to year basis. The sidewalks identified to receive winter maintenance are those listed on Schedule "A" to this policy and as depicted on Schedule "B" to this policy. Both Schedule "A" and "B" shall form an integral part of this policy.

Schedule "A" and "B" can be amended from time to time at the discretion of Council and any amendments shall be done by way of a Council resolution.

## Schedule "A"

### Winter Maintenance of Sidewalks

Albert Street	North side from Josephine to Shooter Street
Alfred Street W	South side from Josephine to Minnie Street
Alfred Street E	South side from Josephine to Francis
Bristol Terrace	South side from Josephine for half a block
Carling Terrace	West side from Elm Street to John Street East side from John Street to Diagonal Road East side from Elm Street to James Street
Centre Street	West side from Patrick Street to John Street
Charles Street	North side from Josephine to Remington Drive
Cornyn Street E	North side from Carling Terrace to Sacred Heart Separate School
Francis Street	East side from Alfred Street to Cornyn Street
John Street E	North side from Josephine to Maitland River Elementary School South side from Francis Street to Maitland River Elementary School
John Street W	North side from Josephine to William Street South side from Josephine to Minnie Street
Josephine Street E	From North Street to Tim Hortons
Josephine Street W	From Minnie Street to Scott Street
Minnie Street	East side from John Street to Victoria Street
North Street	From Josephine to Martha Street
Patrick Street E	North side from Josephine Street to Summit Drive South side from Josephine to Centre Street
Patrick Street W	North side from Josephine to William Street South side from Josephine Street – half block
Shooter Street	East side from Alfred Street to Sunset Crescent

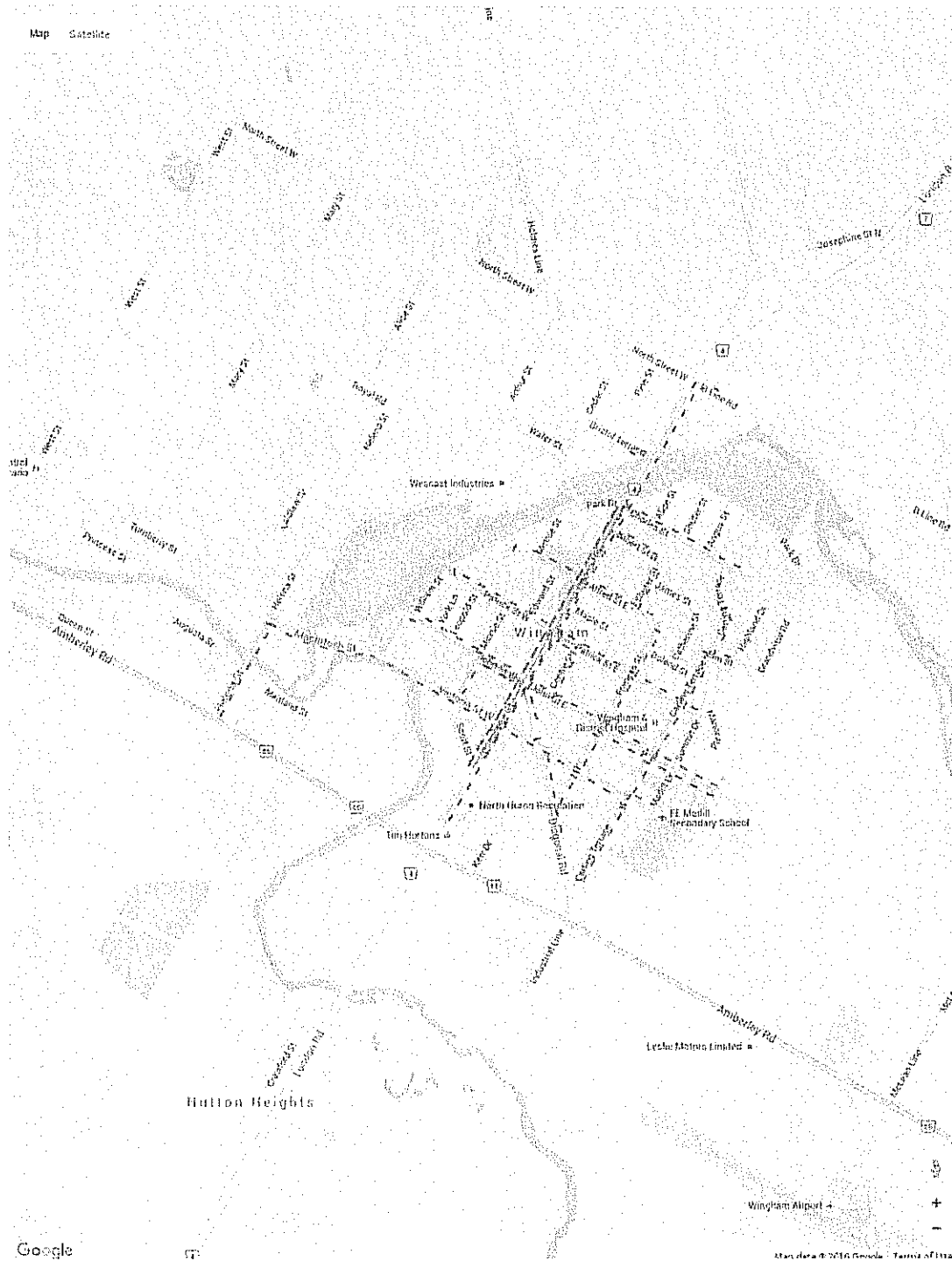
Victoria Street E	North side from Josephine Street to Madill Drive
Veterans Way	East side from John Street to Centre Street
Victoria Street W	North side from Josephine Street to Helena Street
Water Street Bridge	From Cedar Street to Minnie Street

## Appendix B. Plow Routes

Wingham Route #1

0.0 Lane KM

14.78 Sidewalk  
KM



Schedule "A"

Winter Maintenance of Sidewalks

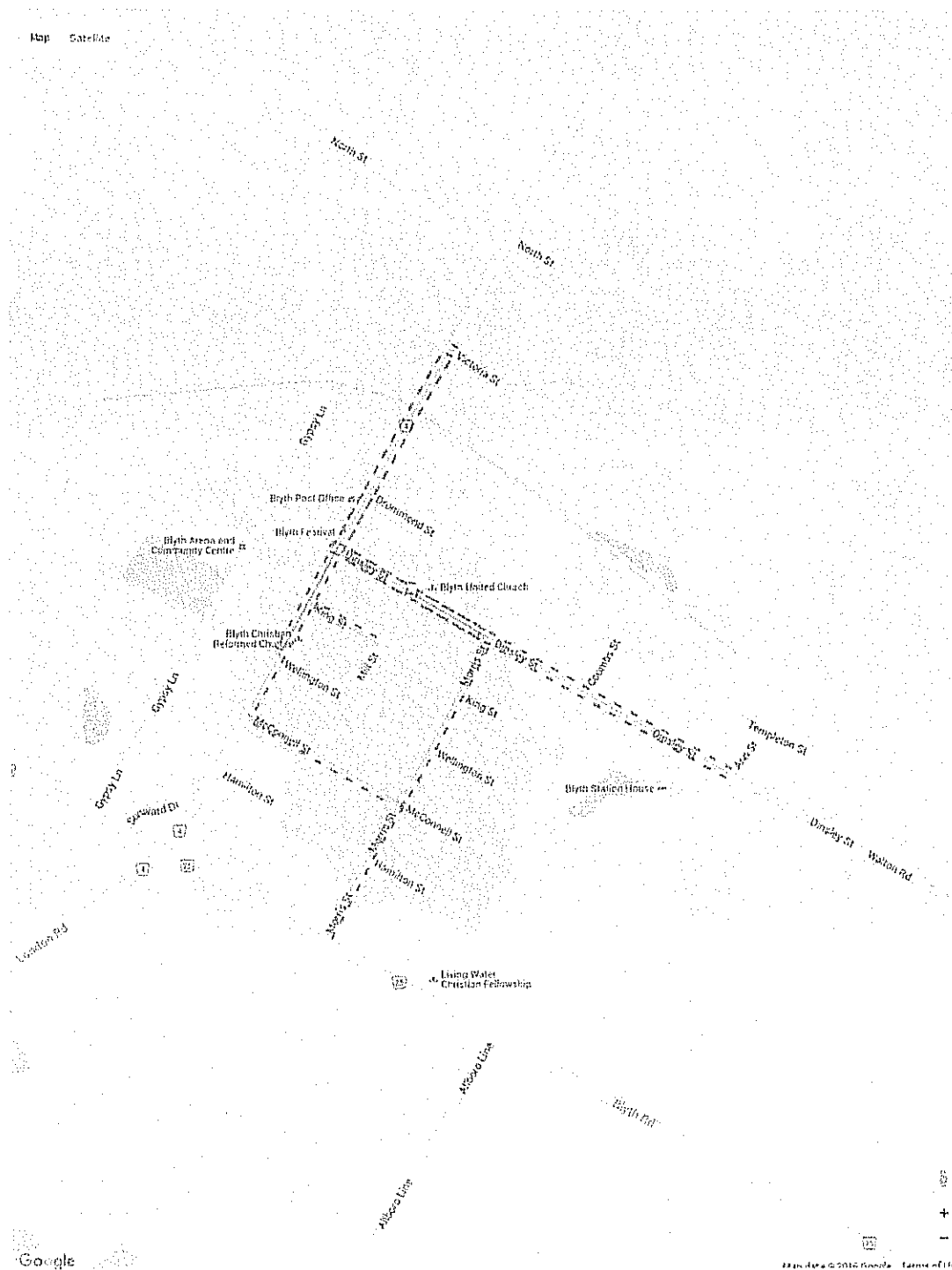
Dinsley Street E	North side from Queen Street to Ann Street South side from Queen Street to Ann Street
King Street E	From Queen to Mill Street
McConnell St. E	South side from Queen Street to Morris Street
Queen Street	West side from Wellington Street to Thuell Street East side from McConnell Street to Thuell Street
Morris Street	West side from Blyth Road to Dinsley Street



Blyth route #1  
sidewalks

0.0 Lane KM

5.91 Sidewalk  
KM



# THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

## BY-LAW NO. 22-2016

---

Being a by-law to adopt a Winter Operations Plan  
for the Corporation of the Township of North Huron.

---

**WHEREAS** the Municipal Act, 2001, as amended permits the Councils of all municipalities to enter into certain agreements;

**AND WHEREAS** Council is desirous of executing a Winter Operations Plan for the Corporation of the Township of North Huron.

**NOW THEREFORE**, the Council of the Corporation of the Township of North Huron ENACTS the following:

1. The Reeve and Clerk to sign, on behalf of Council are hereby authorized to sign a Winter Operations Plan for the Corporation of the Township of North Huron.
2. A copy of the said Plan is attached hereto and designated as Schedule A to this By-law.
3. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 16<sup>TH</sup> DAY OF FEBRUARY, 2016.

READ A THIRD TIME AND PASSED THIS 16<sup>TH</sup> DAY OF JANUARY, 2015.

CORPORATE SEAL

---

Neil G. Vincent, Reeve

---

Kathy Adams, Clerk



Township of  
North Huron

## Winter Operations Plan

Township of North Huron

Approved by Council: ( \_\_ / \_\_ / \_\_\_\_ )

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## Purpose

This Winter Operations Plan sets out a policy and procedural framework for ensuring that **Township of North Huron** continuously improves on the effective delivery of winter maintenance services and the management of road salt used in winter maintenance operations, as outlined in Environment Canada's Code of Practice for the Environmental Management of Road Salts.

The plan is meant to be dynamic, to allow the municipality to evaluate and phase-in any changes, new approaches and technologies in winter maintenance activities in a fiscally sound manner. At the same time, any modifications to municipal winter maintenance activities must ensure that roadway safety is not compromised.

As specified in the Code of Practice for the Environmental Management of Road Salts, the Winter Operations Plan for **Township of North Huron** was endorsed by council on the \_\_\_\_ day of \_\_\_\_\_ 20\_\_

## Definitions

**Anti-icing..** means the application of liquid de-icers directly to the road surface in advance of a winter event.

**De-icing..** means the application of solids, liquids, pre-treated material to the road surface after the on-set of the winter event.

**Highway..** includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

**Paved Road..** is a road with an asphalt surface, concrete surface, composite pavement, or portland cement.

**Pre-treat..** means the application of liquids (calcium chloride, sodium chloride, etc) to dry sand or salt prior to being loaded for storage or applied to the road surface.

**Pre-wetting..** means the application of liquids (calcium chloride, sodium chloride, etc) at the spinner of the truck just prior to application to the road surface.

**Surface Treated Road..** is road with bituminous surface treatment comprised of one or two applications of asphalt emulsion and stone chips over a gravel road.

**Unpaved Road..** is a weather condition affecting roads such as snowfall, wind blown snow, freezing rain, frost, black ice, etc to which a winter event response is required.

**Winter Event..** is a weather condition affecting roads such as snowfall, wind blown snow, freezing rain, frost, black ice, etc to which a winter event response is required.

**Winter Event Response ..** is a series of winter control activities performed in response to a winter event.

- **Continuous Winter Event Response..** is a response to a winter event with full deployment of manpower and equipment that plow/salt/sand the entire system.

- **Spot Winter Event Response..** is a response to a winter event with only a part deployment of manpower and equipment or with full deployment to only part of the system.

**Winter Event Response Hours ..** are the total number of person-hours per year (plowing, salting/sanding, winging back, etc.) to respond to winter events.

## **1.0 Winter Operations Management - Objective**

Township of North Huron is committed to improving winter maintenance operations while continuing to ensure public safety. Township of North Huron will optimize the use of winter maintenance materials containing chlorides on all municipal roads while striving to minimize negative impacts to the environment. Township of North Huron public works staff will strive, insofar as reasonably practicable, to provide safe winter road conditions for vehicular and pedestrian traffic as set out in the level of service policies and within the resources established by the Council of Township of North Huron.

## **2.0 Policy Statement**

Township of North Huron will provide efficient and cost effective winter maintenance to ensure, insofar as reasonably practicable, the safety of users of the municipal road network in keeping with applicable provincial legislation and accepted standards while striving to minimize adverse impacts to the environment. These commitments will be met by:

- adhering to the procedures contained within the Winter Operations Plan;
- reviewing and upgrading the Winter Operations Plan on an annual basis to incorporate new technologies and new developments;
- committing to ongoing winter maintenance staff training and education; and
- monitoring on an annual basis, the present conditions of the winter maintenance program, as well as the effectiveness of the Winter Operations Plan.

## 3.0 Winter Maintenance Program

### 3.1.0 The System Maintained

The major activities related to winter maintenance are:

- anti-icing
- snow plowing
- salt /sand application
- salt and sand storage
- snow removal
- snow storage
- sidewalk plowing and de-icing

**Township of North Huron** is responsible for winter maintenance on:

Paved roads	<u>33 lane km</u>
Surface treated roads	<u>3 lane km</u>
Unpaved roads	<u>106 lane km</u>
Sidewalks	<u>25 km</u>
Paths and Trails	<u>0 km</u>

For the purposes of this winter operations plan, the highways under the jurisdiction of **Township of North Huron** have been classified (Class 1, 2, 3, 4, 5) as per the following table which is based on the Classification of Highways table included in O.Reg. 239/02.

Average Annual Daily Traffic (number of motor vehicles)	Posted or Statutory Speed Limit (kilometres per hour)						
	91 - 100	81 - 90	71 - 80	61 - 70	51 - 60	41 - 50	1 - 40
15,000 or more	1	1	1	2	2	2	2
12,000 - 14,999	1	1	1	2	2	3	3
10,000 - 11,999	1	1	2	2	3	3	3
8,000 - 9,999	1	1	2	3	3	3	3
6,000 - 7,999	1	2	2	3	3	3	3
5,000 - 5,999	1	2	2	3	3	3	3
4,000 - 4,999	1	2	3	3	3	3	4
3,000 - 3,999	1	2	3	3	3	4	4
2,000 - 2,999	1	2	3	3	4	4	4
1,000 - 1,999	1	3	3	3	4	4	5
500 - 999	1	3	4	4	4	4	5
200 - 499	1	3	4	4	5	5	5
50 - 199	1	3	4	5	5	5	5
0 - 49	1	3	6	6	6	6	6

For the purposes of the table above to this section, the average daily traffic on a



highway or part of a highway under the jurisdiction of Township of North Huron shall be determined:

- a. by counting and averaging the daily two-way traffic on the highway or part of the highway; or
- b. by estimating the average daily two-way traffic on the highway or part of the highway.

The table below summarizes the road system in Township of North Huron as follows:

	Paved Lane / KM		Surface Treated / KM		Unpaved Lane / KM	
	Rural	Urban	Rural	Urban	Rural	Urban
Class 1						
Class 2						
Class 3						
Class 4	9.21		3.68		105.32	
Class 5		24.52				1.82
Class 6						

### **3.2.0 Level of Service**

Township of North Huron provides the following level of service during the winter maintenance season, as set out in 3.3.0, in response to a winter event.

#### **Weather monitoring**

3.1 (1) From October 1 to April 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality.

(2) From May 1 to September 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day.

#### **4. Section 4 of the Regulation is revoked and the following substituted:**

##### **Snow accumulation**

4. (1) The minimum standard for addressing snow accumulation is,

(a) after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and

(b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,

(i) to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or

(ii) on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres.

(2) If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation.

(3) For the purposes of this section, the depth of snow accumulation on a roadway may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:

1. Patrolling highways.
2. Performing highway maintenance activities.
3. Supervising staff who perform activities described in paragraph 1 or 2.

(4) The depth of snow accumulation on a roadway may be determined by,

- (a) performing an actual measurement;
- (b) monitoring the weather; or
- (c) performing a visual estimate.

(5) For the purposes of this section, addressing snow accumulation on a roadway includes, but is not limited to,

- (a) plowing the roadway;
  - (b) salting the roadway;
  - (c) applying abrasive materials to the roadway; or
  - (d) any combination of the methods described in clauses (a), (b) and (c).
- (6) This section does not apply to that portion of the roadway designated for parking.

**TABLE SNOW ACCUMULATION**

The minimum standard for treating snow w.r.t time on roadways is:

<b>Class of Highway</b>	<b>Depth</b>	<b>Time</b>
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours
6	50 cm	24 hours

**5. Section 5 of the Regulation is revoked and the following substituted:**

**Ice formation on roadways and icy roadways**

5. (1) The minimum standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:

1. Monitor the weather in accordance with section 3.1.

2. Patrol in accordance with section 3.

3. If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway to prevent ice formation within the time set out in the Table to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose.

(2) If the municipality meets the minimum standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the earlier of,

(a) the time that the municipality becomes aware of the fact that the roadway is icy; or

(b) the applicable time set out in the Table to this section for treating the roadway to prevent ice formation expires.

(3) The minimum standard for treating icy roadways after the municipality becomes aware of the fact that a roadway is icy is to treat the icy roadway within the time set out in the Table to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in the Table for treating the icy roadway expires.

(4) For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand.

TABLE ICY ROADWAYS

The minimum standard for treating icy roadways is:

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours
6	48 hours

### ***3.3.0 Winter Maintenance Season***

The winter maintenance season within which Township of North Huron will perform winter highway maintenance commences on **November 1st, 2015** and is completed **May 1st, 2016**

### ***3.4.0 Winter Preparations***

In the months prior to the start of the winter maintenance season, as identified in 3.3.0, the Township of North Huron undertakes the following tasks to prepare for the upcoming winter season.

#### ***3.4.1 Prior to the Winter Season***

Prior to the winter season, if required, prepare and call tenders for the supply of materials (salt, sand, liquid), replacement parts (for plows, solid and liquid application

equipment), value added meteorological services (VAMS) and contract equipment (plow trucks, spreader trucks, combination units).

Prior to the winter season **Township of North Huron** will

1. Conduct a mandatory training session for staff and contract operators where all policies, procedures, schedules, reporting procedures for callout, route maps, equipment training and safety precautions will be discussed. Any issues resulting from the meeting with regard to the policies, procedures, schedules, reporting procedures for callout, route maps, equipment training and safety precautions shall be resolved either at the meeting or prior to the winter season.
2. Train winter patrollers (or staff whose duties also include patrolling) on the route of representative roads to be patrolled between winter events, their duties during a winter event, recording keeping requirements and callout procedures and the de-icing chemicals to be applied for the forecast weather conditions.
3. Inspect equipment to ensure proper working order. Schedule and complete any and all equipment repairs.
4. Arrange for the delivery of materials (salt, sand and liquid solution) and begin filling storage facilities. If liquid solution is mixed on site, begin mixing and filling storage tanks.
5. Confirm that all guiderail, catchbasin, hazard and fire hydrant markers, if any, are in place. Any missing markers will be replaced prior to the winter session.

#### **3.4.2 One Month Prior to the Winter Season**

One month prior to the winter season **Township of North Huron** will

1. Post the winter shift schedule in accordance with the municipality's collective agreement, if any.
2. Assign equipment to staff.
3. Calibrate material application equipment.
4. Allow operators (staff and contract) time to familiarize themselves with any new equipment, material application rates, material application equipment and their route (driving the route and noting obstacles along the route).
5. Assign staff to monitor weather forecasts on a daily basis. Assign night patrol shift if forecast indicates an overnight winter event is probable. The patrol person will be authorized to initiate a winter event response if conditions warrant a response.
6. Have a 50 % of the fleet ready to respond to a winter event.
7. Have sufficient staff available to operate the fleet if conditions warrant a winter event response.

#### **3.4.3 Two Weeks Prior to the Winter Season**

Two weeks prior to the winter season **Township of North Huron** will

1. Begin regularly scheduled night patrol of representative roads that are maintenance class 1 and 2 roads.
2. Have the required complement of the fleet ready to respond to a winter event.
3. Have staff available to operate the required complement of the fleet if conditions warrant a winter event response

#### **3.4.4 At the Start of the Winter Season**

At the start of the winter season:

1. Implement the winter shift schedule.
2. Begin patrolling representative roads in all maintenance classes.
3. Respond to winter events as per the winter operations plan.

### 3.5.0 Winter Patrol

During the winter maintenance season, 3.3.0, Township of North Huron carries out a winter patrol on a route of representative roads twice daily, 7 days a week. Between winter events a patrol of representative roads will occur during daylight hours and a second night patrol will be also be scheduled. The purpose of the patrol is to monitor and record weather and road conditions and mobilize winter maintenance operators and equipment should a winter event be observed and a winter event response is required. On the approach of a winter event or during a winter event the route of representative roads may be modified, insofar as reasonably practicable, depending on the type and severity of winter event or the direction from which the storm approaches.

The patrol person will be familiar with local conditions in their patrol area, and prepare a condition log of road and weather conditions as well as any actions taken during the shift. The winter patrol schedule parallels the designated winter season.

### 3.6.0 Operations

#### 3.6.1 Staffing and Hours of Work

Township of North Huron has a full time employee assigned to each vehicle used for winter operations. Each vehicle is assigned a route for sanding/salting and/or plowing.

Township of North Huron adheres to the hours of service as set out in the Highway Traffic Act, Reg.555/06.

Employee ID or Name	Equipment	Comments	Plow Routes
Scott Schiestel	VHT-06-06 tandem red plow	Scott is the Lead Hand for the rural operations and reports to Scott Price the Forman.	East Wawanosh Route #3, East Wawanosh weekend plow #2
Rob Kolkman	VHT-07-08 single axle plow truck	Rob is the Lead hand in Blyth, this is an urban community, Rob reports to Scott Price Forman	Blyth route #1
Lloyd Michie	--	Lloyd operates the tractor blower during winter operations and looks after parking lots and blowing snow from connecting link highway downtown Wingham	--
Jared Harkness	--	Jared is part time staff to plow in the rural ward of East Wawanosh Scott Schiestel is his leadhand	East Wawanosh weekend plow #1
Russell Baird	VHT-05-04 Yellow single axle plow truck	Russell operates a single axle snow plow during the winter months and is able to operate other equipment as needed.	Wingham Route #2
Nathan O'Neil	Kubota utility tractor	Nathan operates any and all equipment in the Blyth ward of North Huron.	Blyth route #1 sidewalks

Joe Hallahan	--	Joe is a part time operator on an on call basis, Joe drives the 1-ton dump during winter months to haul snow.	--
Sklar Whitehead	John Deere Grader	Sklar operates a grader for snow removal in the rural setting, he also has his DZ licence to operate the tandem plow truck.	East Wawanosh Route #1, East Wawanosh weekend plow #2
Roger Irvine	John Deere 344 Loader	Roger works out of the Wingham ward for the winter months, then transfers to work at the East Wawanosh ward for the summer.	--
Kevin Dunn	Trackless sidewalk plow/blower	Kevin operates the sidewalk clearing machine during the winter months and is the operator of the Wingham cemetery.	Wingham Route #1 sidewalks
Jason Dickert	Volvo grader	Jason is a part time snow plow operator, he is on an on call basis He takes his direction from Lead hand Scott Schiestel and works out of the East Wawanosh public Works Shed	East Wawanosh weekend plow #1, Eastwawanosh route #2
Scott Price	VHT-01-95 single axle Red plow truck	Scott Price is the Forman for the three wards in North Huron.	--

### 3.6.2 Winter Materials Used Annually

Material	2011/2012	5 Year Average**
<b>Solids</b>		
Rock salt (NaCl)	--	156 tonnes
Rock salt (NaCl)	--	156 tonnes
Sand	--	0 tonnes
Sand	--	0 tonnes
Sand and salt mix*	--	1434 tonnes
Sand and salt mix*	--	1434 tonnes
--	--	--
--	--	--
<b>Liquids</b>		
Salt brine (NaCl)	--	--
Salt brine (NaCl)	--	--
Calcium chloride(CaCl <sub>2</sub> )	--	--
Calcium chloride(CaCl <sub>2</sub> )	--	--
Magnesium chloride(MgCl <sub>2</sub> )	--	--
Magnesium chloride(MgCl <sub>2</sub> )	--	--
--	--	--
--	--	--
<b>Pre-treated material***</b>		
PRE-TREATED SAND	--	--
PRE-TREATED SAND	--	--
PRE-TREATED SALT	--	--
PRE-TREATED SALT	--	--
PRE-TREATED SAND AND SALT MIX	--	--
PRE-TREATED SAND AND SALT MIX	--	--
--	--	--
--	--	--

\* Percentage of salt in sand/salt mix by weight % (industry standard 2 to 5 %)

(\*\* If you do not have 5 years experience, then provide the average for your number of years' experience.

\*\*\* Percentage pre-treat material use 0 %

### 3.6.3 Application Rates

Solids	Spreading Rates per 2 lane km	
Highway Class	Salt	Sand
CLASS1	--	--
CLASS2	--	--
CLASS3	--	--
CLASS4	130 kg	570 kg
CLASS5	130 kg	570 kg
CLASS6	0 kg	0 kg
CLASS1	--	--
CLASS2	--	--
CLASS3	--	--
CLASS4	130 kg	570 kg
CLASS5	130 kg	570 kg
CLASS6	0 kg	0 kg

(Note: MTO Maintenance Manual MBP-703 suggests 130 to 170 kg salt for paved roads and 570 kg sand per 2 lane kilometer).

Liquids - Pre-wetting	Spreading Rates per 2 lane km Temperature		
	0 to -5 C	'-5 to -10oC'	'-10 to -18oC'
FREEZING RAIN	--	--	--
FREEZING RAIN	--	--	--
LIGHT SNOW	--	--	--
HEAVY SNOW	--	--	--
LIGHT SNOW	--	--	--
HEAVY SNOW	--	--	--
FROST	--	--	--
FROST	--	--	--

(Note: MTO Maintenance Manual MBP-705 suggests a range of application rates in litres/2lane km)

Liquids - Direct Application	Application Rates litres per lane km
<b>FROST AND BLACK ICE PREVENTION</b>	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--



ANTI-ICING:PREVENTING OR REDUCING BOND TO ROAD SURFACE	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--
FROST AND BLACK ICE PREVENTION	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--
ANTI-ICING:PREVENTING OR REDUCING BOND TO ROAD SURFACE	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--
DE-ICING	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--
DE-ICING	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--

### 3.6.4 Equipment - Winter Maintenance Fleet

The municipality provides winter maintenance services on 10 routes with the equipment listed below:

Route	Equipment	Staff
Wingham Route #1 sidewalks	Trackless sidewalk plow/blower	Kevin Dunn
East Wawanosh Route #3	VHT-06-06 tandem red plow	Scott Schiestel
Blyth route #1	VHT-07-08 single axle plow truck	Rob Kolkman
East Wawanosh weekend plow #1	Volvo grader	Jared Harkness, Jason Dickert
East Wawanosh weekend plow #2	VHT-06-06 tandem red plow, John Deere Grader	Scott Schiestel, Sklar Whitehead
Eastwawanosh route #2	Volvo grader	Jason Dickert
East Wawanosh Route #1	John Deere Grader	Sklar Whitehead
Blyth route #1 sidewalks	Kubota utility tractor	Nathan O'Neil
Wingham Route #2	VHT-05-04 Yellow single axle plow truck	Russell Baird
Wingham Route	VHT-01-95 single axle	

#1	Red plow truck	--
----	----------------	----

For Equipment Details, See Appendix 3A

### 3.6.5 Yard Facilities

The municipality provides winter maintenance services from the patrol yards listed below. Each patrol yard has a front end loader capable of loading the winter maintenance fleet with sand or salt.

#### 3.6.5.1 : Yard : Wingham Public Works Shed

Equipment Storage Details: 4 pre-engineered steel building, paved lot during the winter months and leading up to November the 1st. two snowplows are stored inside the newer shop, two trackless sidewalk machines a tractor with blade on the front and blower that can quick attach to the front as well as a blower on the back. John Deere 344 loader and a Case 580 loader are stored in the same shop . A tandem dump truck is also stored in the same shop.

Equipment Washing Details: 2 dedicated washing bay with oil and grit separator Trucks are washed in the back two bays, this section of the garage is newer and had a sump installed to remove the grit and oil.

Material Storage Details: sand/salt mixture is stored in a covered building on the same site, not the same building. salt is stored in the same building but kept separate, and used mainly on sidewalks. Gravel is also stored at this property but outside.

Site Drainage Details: storm water management has been addressed at this site.

#### 3.6.5.2 : Yard : East Wawanosh Works Shed

Equipment Storage Details: 4 pre-engineered steel building, paved lot Two graders, one plow truck (tandem), case 580 loader, 1/2 ton patrol truck all stored inside when not in use.

Material Storage Details: sand/salt mixture is stored in a building on the same property but not connected to main building. some gravel is stored outside but very little. Township has a gravel pit and stockpile of gravel is stored there.

Site Drainage Details: natural drainage at this site.

#### 3.6.5.3 : Yard : Blyth Public Works Shed

Equipment Storage Details: 4 pre-engineered steel building, paved lot two tractors, one with loader and one with loader that can be disconnected and a blower attached quickly as needed. Kubota utility tractor with attachments, snow plow (single axle) 1/2 ton patrol truck and 1-Ton truck to haul snow. Three lawnmowers and various attachments all stored inside.

Material Storage Details: sand/salt is stored in a building that is on the property but not attached, the building has overhead doors to keep weather out.

Site Drainage Details: Storm water management has been addressed and there is a catch basin with drainage.

### 3.6.6 Snow Removal and Disposal

Currently, municipal staff removes and hauls snow to the sites listed in the table below when the accumulation of piled snow impedes traffic on the road and/or sight lines at intersections.

Name	Location	Surface Paved	Run Off Controlled	Drainage/Run Off	Surrounding Land Use
North Huron Westcast Community Complex Yard	99 Kerr Drive	N	Y	Melted snow is directed to the adjacent ditch, and the land lends to that by being sloped naturally to the ditch.	North: R South: C East: R West: C
Arena Diamond	377 Gypsy	N	N	The snow that is hauled to this site is dumped in rows and not piled up, natural melting due to weather and natural runoff occurs	North: vacant South: vacant East: vacant West: R

C = Commercial; R = Residential

### 3.6.7 Sand/Salt and Plow Routes

Appendix 2 contains image files of the sand/salt routes, anti-icing routes and plow routes.

### 3.6.8 Vulnerable Areas

Township of North Huron does not fall under a Source Water Protection Region.

### 3.6.9 Weather Monitoring

- (1) From October 1 to April 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality.
- (2) From May 1 to September 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day.

In order to determine an effective winter event response and allocate the appropriate resources Township of North Huron supplements road patrol information with weather information from various sources which includes:

- Observations from municipal staff, communication with staff of adjacent municipalities and MTO contractors
- Monitoring websites [www.theweathernetwork.com](http://www.theweathernetwork.com)

### 3.6.10 Communications

All winter maintenance vehicles are equipped with two way communications (radios, cell phone, etc.). Municipal staff is responsible for reporting changing winter weather and/or road conditions as the changes are observed.

provides a call centre which serves as the main hub for in/outgoing calls from staff, emergency services and the general public.

The Call Center:

- Can be reached by calling 519-357-3550.
- Typical call timings (during winter season) are between 8:30a.m to 4:30p.m.

Municipality communicates important information to the public via:

- Media press releases
- Information posted on municipal website: [www.northhuron.ca](http://www.northhuron.ca)
- Other means of providing information on winter maintenance services and salt management practices: 24 hr. pager 519-530-9916 .

### 3.6.11 Call Out Procedures

Operational decisions will be made by **Scott Price (Patrol Supervisor)** or his/her designate with the aid of available forecasting, Level of Service policy, patrolling etc. However, it should be emphasized that decisions will be subjective and external input, whether in this plan or elsewhere, merely acts as an aid in determining if a call out of staff and equipment by the **Patrol Supervisor** to respond to a winter event is warranted. It is vital therefore that the **Patrol Supervisor** records the prevalent conditions and relevant information when he/she makes a decision.

The patrol person shall inform the **Patrol Supervisor** of changing of road and weather conditions observed in the field. When a winter event response is required the **Patrol Supervisor** will contact the call centre by radio. The call centre will contact staff as per the shift schedule and the direction given by the **Patrol Supervisor**. In the absence of the Patrol Supervisor the patrol person shall be his/her designate and initiate a call out in response to a winter event.

### 3.6.12 Road Closure Procedures

In the event a road must be closed due to a severe winter storm, **Ontario Provincial Police** will request signs be placed to close the road. Rb-92 Road Closed Signs on portable stands, TC-54 flexible drums and barricades will be available at the patrol yard. Upon receiving a request from **Ontario Provincial Police** to close a road to traffic, the Patrol Supervisor or his/her designate will organize manpower and equipment to place the signs and barricades. The Patrol Supervisor or his/her designate will contact the call centre and request that a media release (Appendix 4) be sent to the local news and radio stations advising of the road closure. Roads will be deemed to be closed once the signs and barricades are placed. When it is physically impossible to place signs and barricades to close a road, the Patrol Supervisor or his/her designate will advise **Ontario Provincial Police** and request **Ontario Provincial Police** permission to send the media release (Appendix 5).

### ***3.7.0 Decommissioning Winter Operations***

After the winter season (identified in 3.3.0) expires Township of North Huron

undertakes the following tasks to decommission winter operations.

#### **3.7.1 Two Weeks After the Winter Season Ends**

Two weeks after the winter season ends:

1. Cease regularly scheduled winter night patrols;
2. Continue monitoring weather forecasts. Assign night patrol shift if forecast indicates an overnight winter event is probable.
3. Decommission 50% % of the fleet

#### **3.7.2 One Month After the Winter Season Ends**

One month after the winter season ends cease all winter highway maintenance operations and decommission the remainder of the equipment providing weather forecasts warrant the decommissioning.

### ***3.8.0 Training***

Township of North Huron provides winter operations training for all staff involved in the delivery of winter services. It is compulsory for the municipal staff to attend the training sessions.

Staff, including contractor staff, will verify that the training was received by signing the "Record of Training" included in Appendix 6 or the night patroller "Record of Training" Appendix 7.

#### **Current Winter Operations Trainings:**

- Equipment Circle Check
- Record Keeping
- Health and Safety
- Yard and Equipment maintenance

#### **Future Winter Operations Trainings:**

- Equipment Calibration
- Level of Service - policies, practices and procedures
- Identification of Plow Routes - including variations for year to year and issues identified along the route
- Identification of vulnerable areas

### ***3.9.0 Record Keeping***

Full and accurate completion of the documents listed below, according to the applicable procedures, ensures that the municipality is protected from liability by providing solid documentation that procedures have been followed.

Staff is responsible for keeping the following records:

#### For Equipment Operators:

- Materials used (sand, salt, liquids)
- Route Plowed and strategy used (plow only, sand/salt only, anti-ice, combination plowing/sanding/salting)

#### For Patrollers:

- Winter Patrol Record
- Call Out Diary
- Weather and/or RWIS Information Received

For Operations Supervisors:

- Operations Diary
- Incident/Collision Reports
- Total materials used

The date will be recorded as Day/Month/Year. It will be written in a numerical format (27/09/12). The time shall be documented using the 24 hour clock format.

Always retain the original copy of documents regardless of their appearance. Writing must be legible for others to read and written in ink. Stains or dirt on the documents is not an issue. If a document requires correction then a line is to be placed through the incorrect information without making it illegible and continue writing on the original document. Initial corrections or change in the colour of ink in a case where you change writing pens.

Records will be completed daily and forwarded to the \_\_\_\_\_ weekly for retention.

## 4.0 Plan Improvements

The current winter maintenance policies, practices and procedures form the baseline or benchmark upon which improvements can be made to improve winter operations and/or the use and management of road salt.

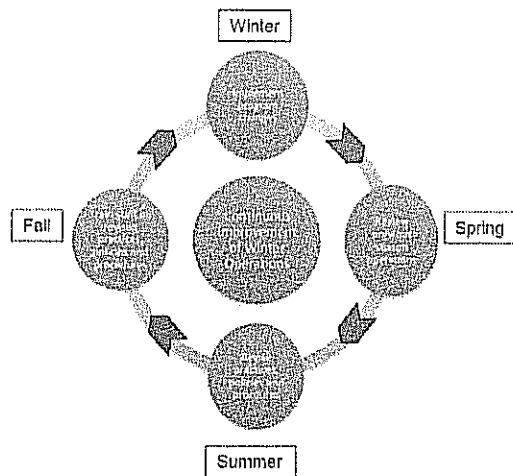
Over the next ten years Township of North Huron plans to undertake the improvements as listed in Table 1. This list will be reviewed and updated annually.

Table 1

Description	Implementation

## 5.0 Monitoring and Updating

The purpose of monitoring and updating is to provide a basis for continuous improvement of the winter operations plan and the winter maintenance policies, practices and procedures of the Township of North Huron.



At the end of the winter season, as identified in 3.3.0, a meeting to review winter operations will be held each year with all winter operations staff to itemize all issues that arose during the winter season and discuss how these issues may be resolved. Prior to the start of the next winter season and with sufficient lead time to implement any changes, the Township of North Huron shall train staff on the changes to equipment and/or winter maintenance policies, practices, and procedures.

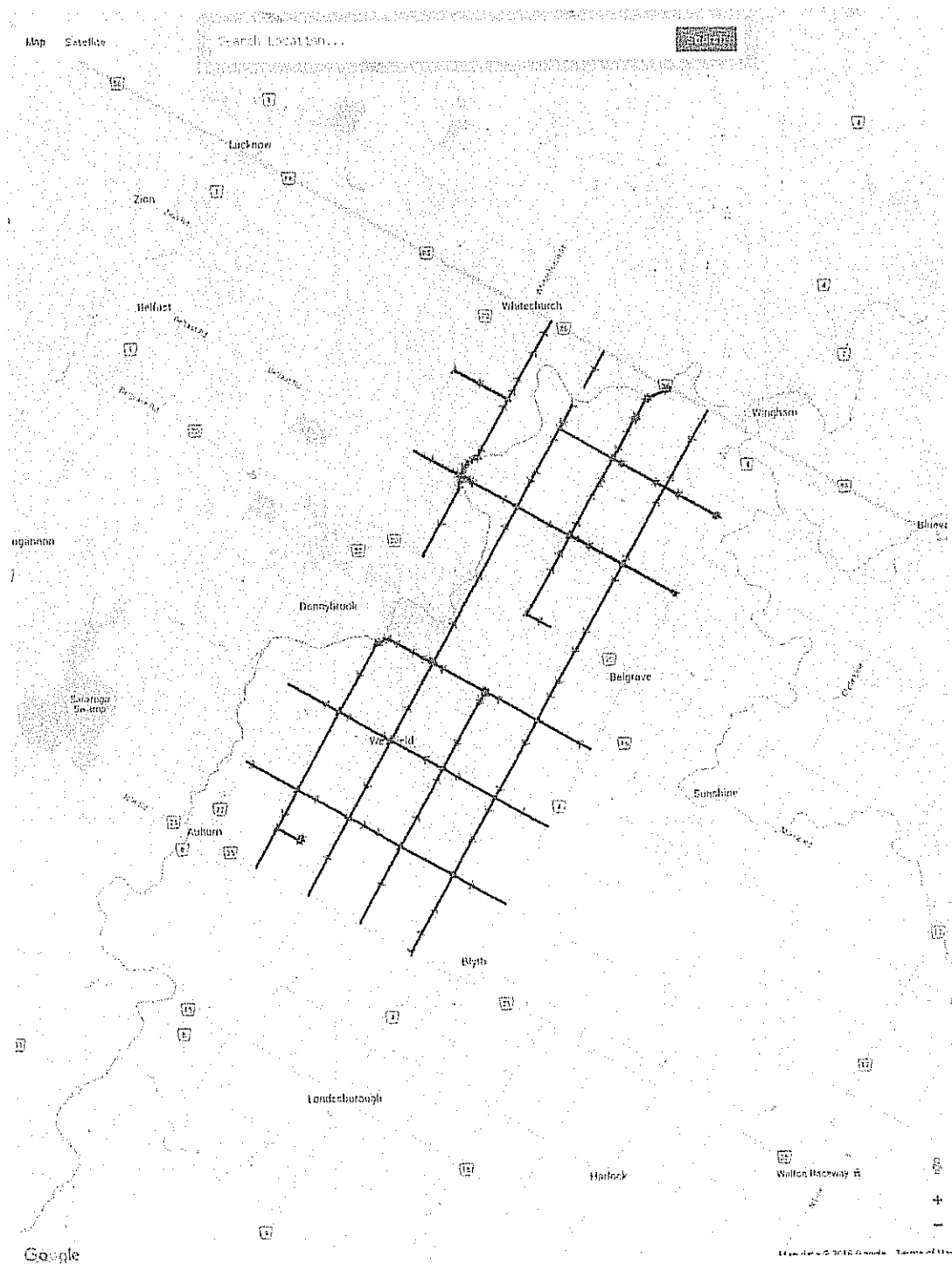
The winter season of 2011/12 will be the benchmark year. Year over year achievement using the performance measures listed below will be measured against said benchmark year. Performance measures will be used to determine whether or not the objectives of the Winter Operations Plan and/or winter maintenance policies, practices, and procedures have been met.

**Monitoring the severity of the winter season:**

**Monitoring the salt used:**

**Ensuring customer satisfaction**

# Appendix 1 - Route of Representative Roads East Wawanosh





This is a map of the Belfast area in Northern Ireland. The map shows the city of Belfast, the River Lough, and surrounding towns such as Derry, Derry, and Derry. A grid of roads is overlaid on the map, and a search bar is located at the top. The map is titled "Belfast" and includes a search bar with the text "Search Location...". The map also shows the River Lough and the surrounding area.

Wingham



## Appendix 2 - Plow Routes

Wingham Route #1  
sidewalks

0.0 Lane KM

14.78 Sidewalk  
KM



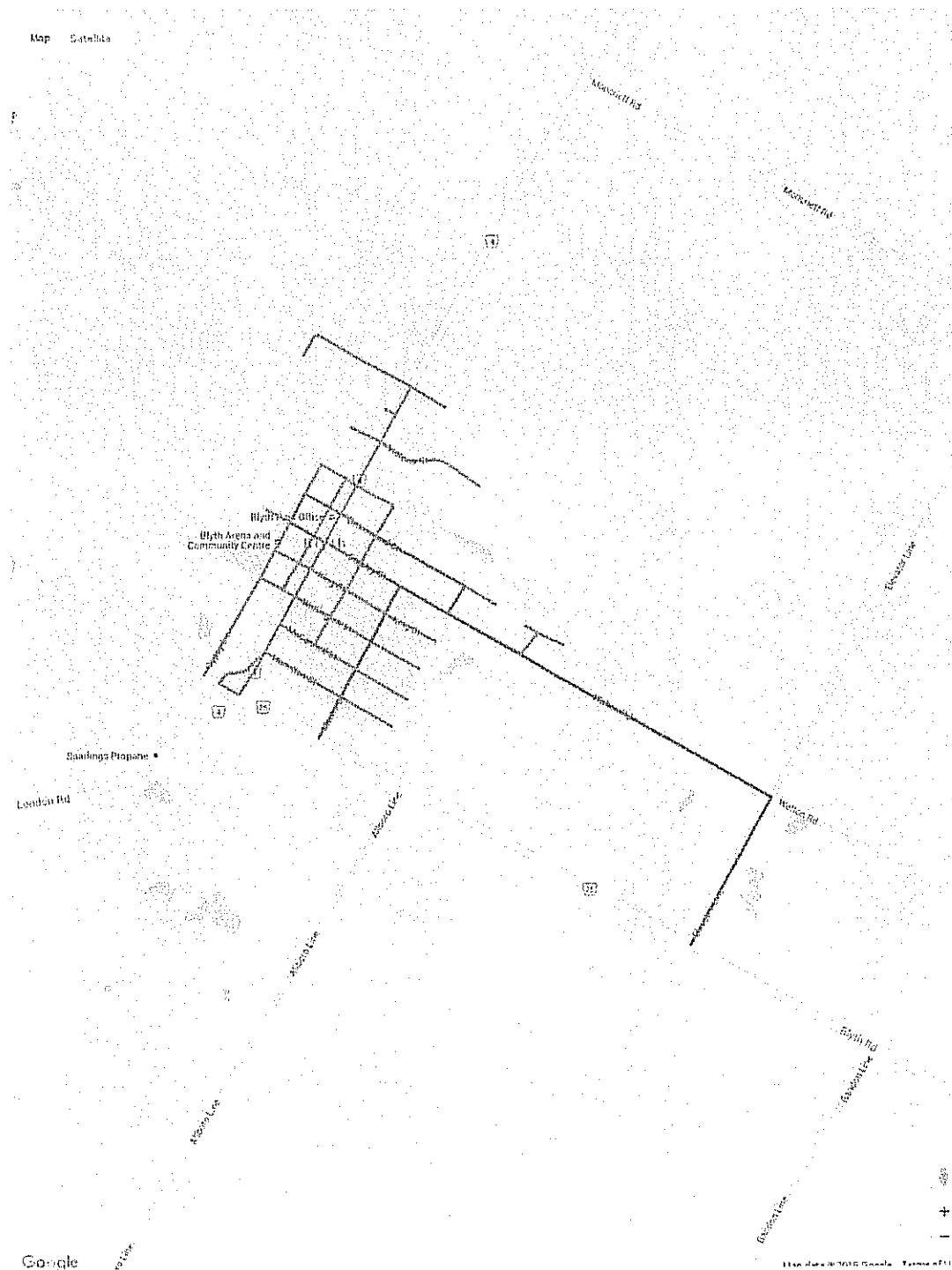
East Wawanosh Route 175.13 Lane KM 0.0 Sidewalk KM  
#3



Blyth route #1

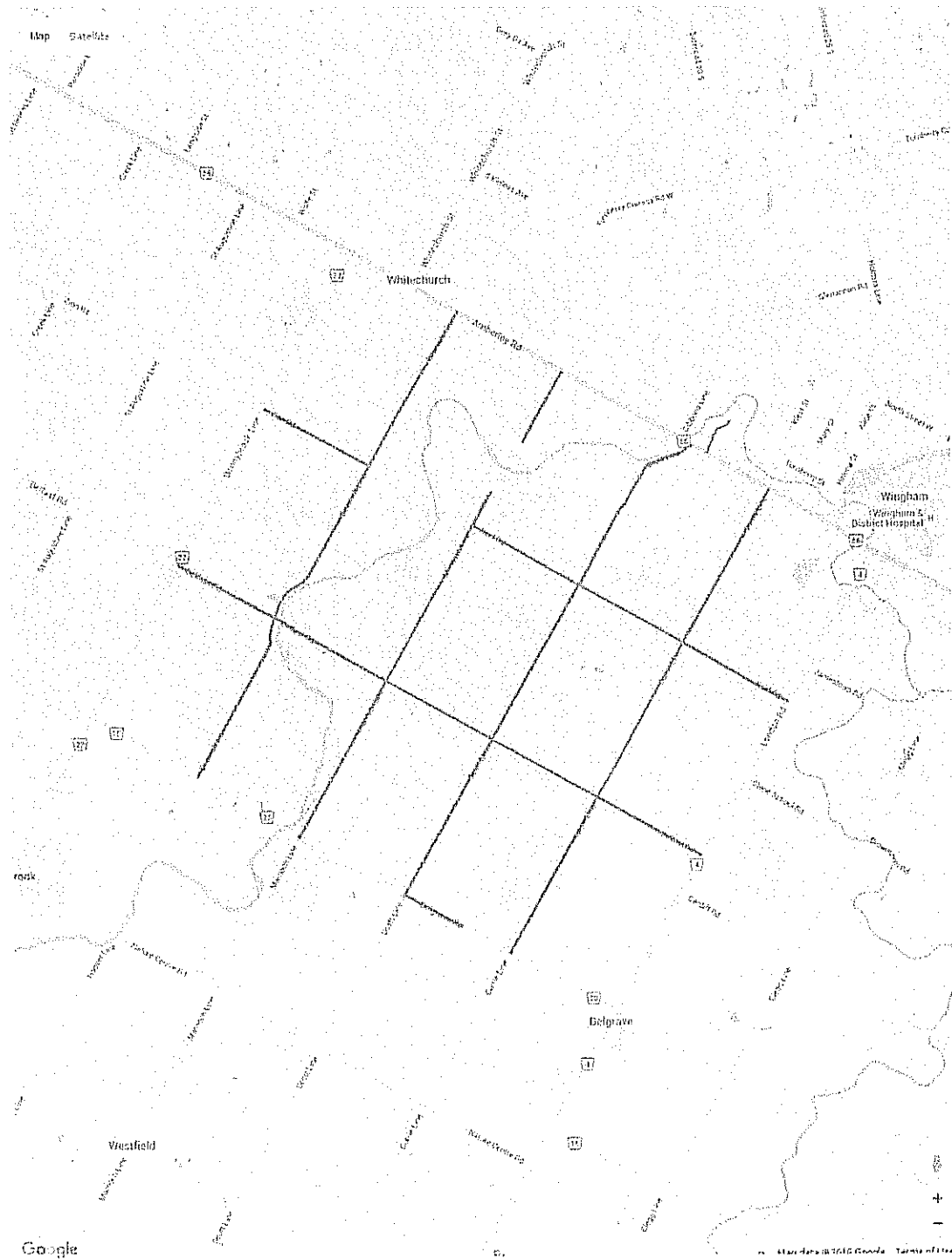
68.84 Lane KM

0.0 Sidewalk KM



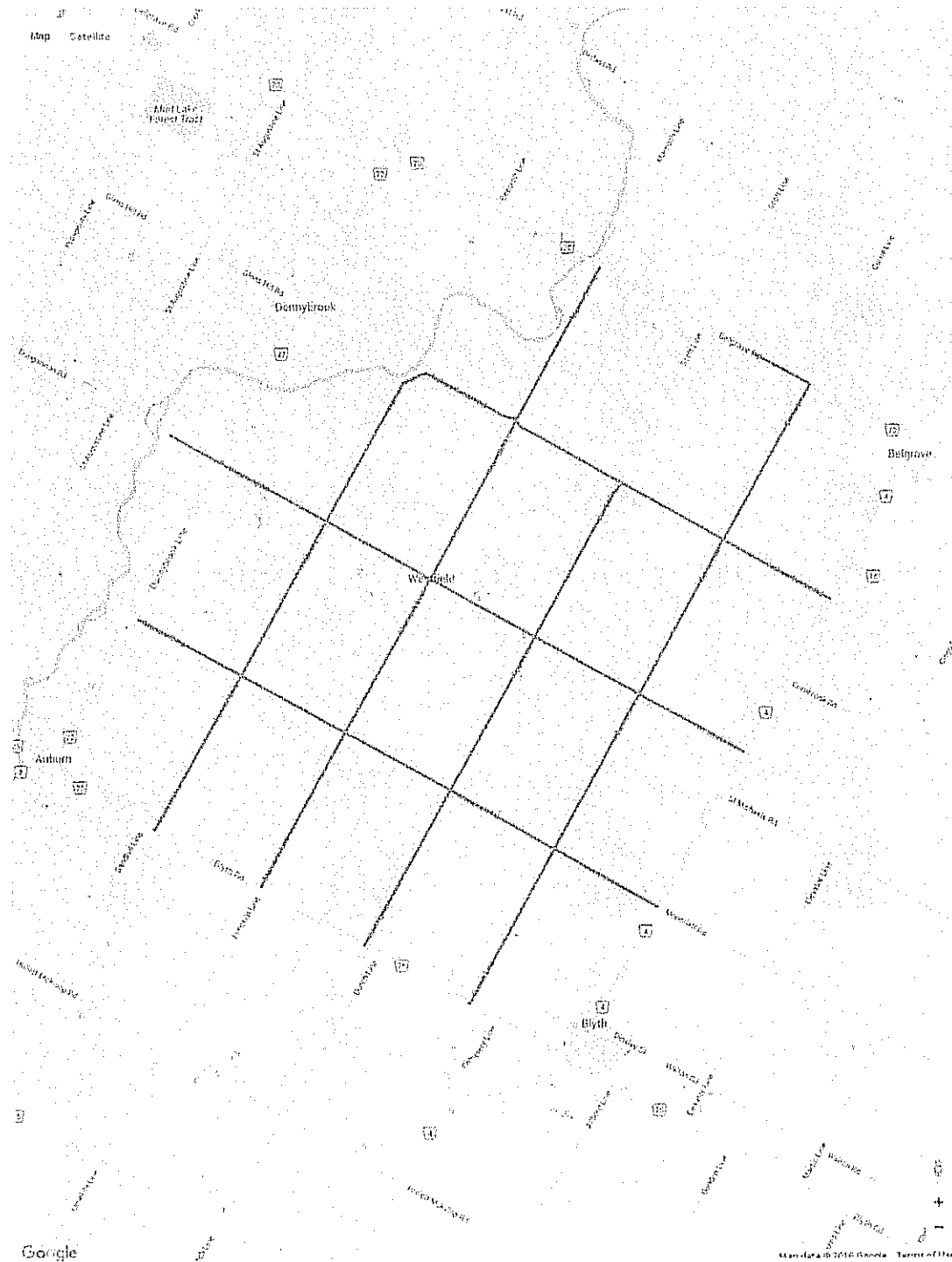
East Wawanosh  
weekend plow #1

175.03 Lane KM 0.0 Sidewalk KM

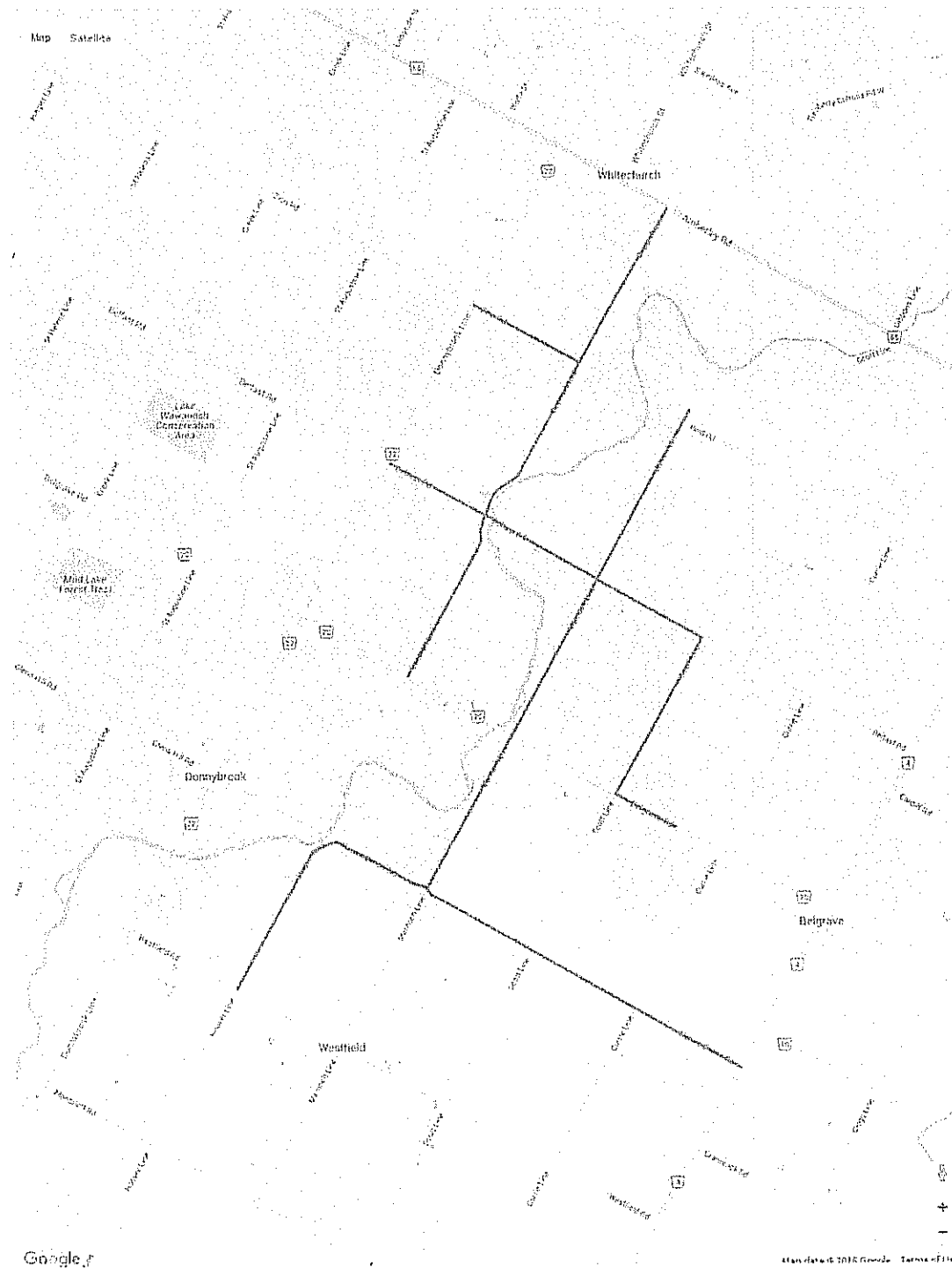


East Wawanosh  
weekend plow #2

263.75 Lane KM 0.0 Sidewalk KM

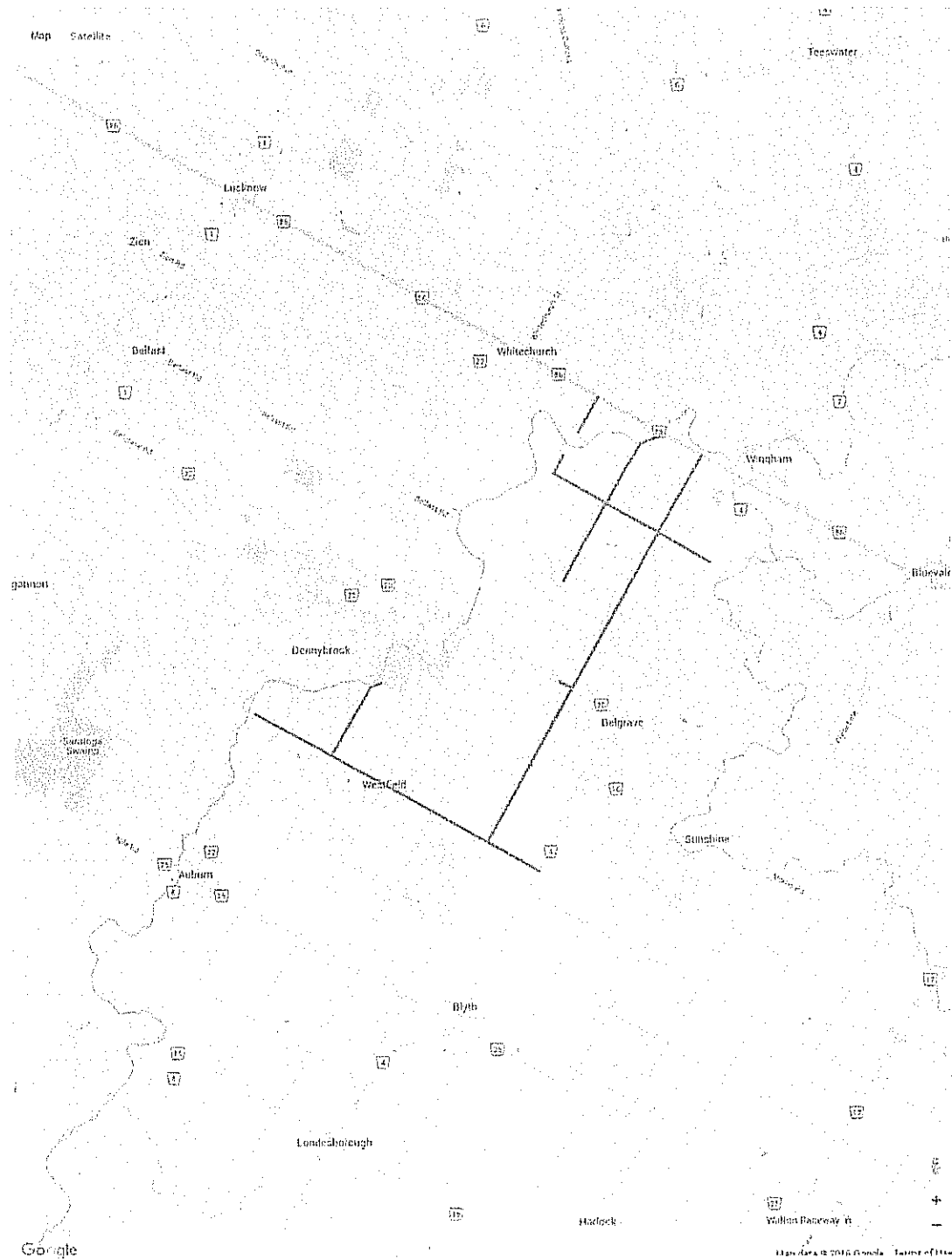


Eastwananosh route 150.92 Lane KM 0.0 Sidewalk KM  
#2





East Wawanosh Route 160.06 Lane KM 0.0 Sidewalk KM  
#1

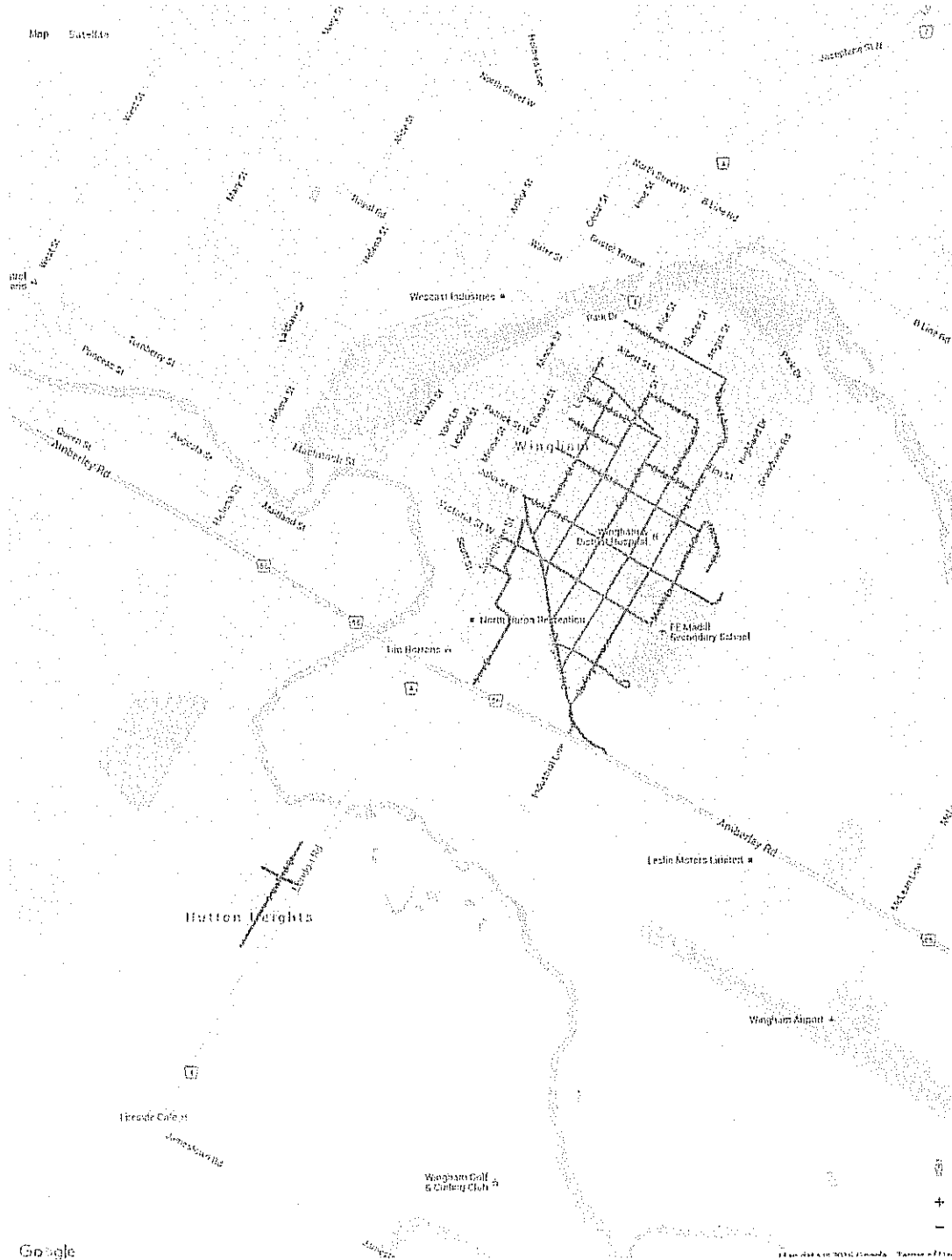


Blyth route #1  
sidewalks

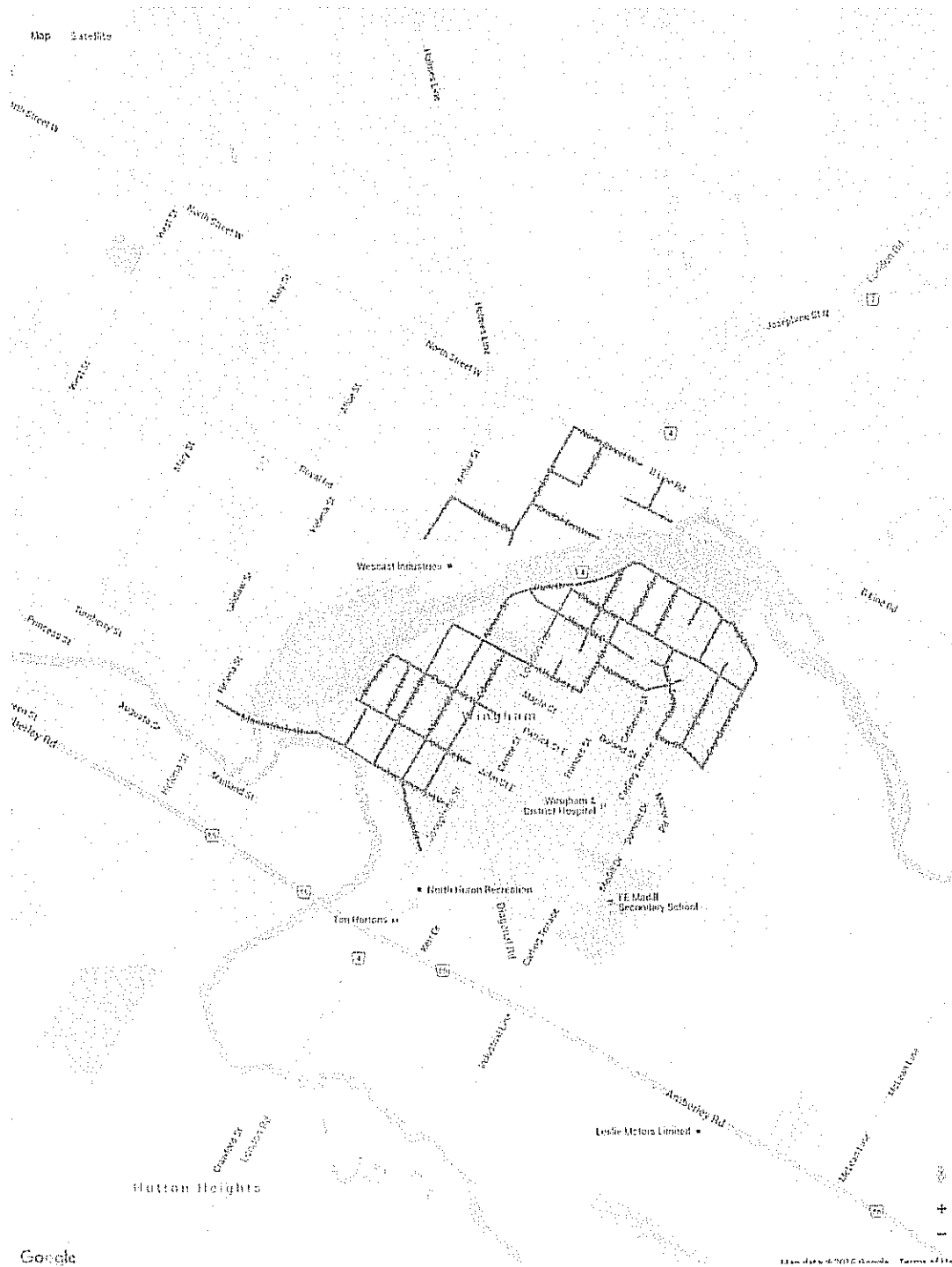
0.0 Lane KM

5.91 Sidewalk  
KM





Wingham Route #1 52.0 Lane KM 0.0 Sidewalk KM



## Appendix 3 - Vulnerable Areas

## Appendix 3A - Equipment

Equipment	Equipment Type	Electronic Controller	Calibration Date	Pre-wet Capability	Anti-icing capability	Liquid Capacity (L)	Infrared thermometers
VHT-01-95 single axle Red plow truck	Single Axle Combination Unit	--	--	--	--	--	--
VHT-05-04 Yellow single axle plow truck	Single Axle Combination Unit	--	--	--	--	--	--
VHT-07-08 single axle plow truck	Single Axle Combination Unit	--	--	--	--	--	--
John Deere 344 Loader	John Deere 344 front end loader	--	--	--	--	--	--
VHT-06-06 tandem red plow	Tandem Axle Combination Unit	--	--	--	--	--	--
John Deere Grader	Motor Grader	--	--	--	--	--	--
Volvo grader	Motor Grader	--	--	--	--	--	--
Trackless sidewalk plow/blower	sidewalk clearing machine, plow/blower	--	--	--	--	--	--
Kubota utility tractor	Kubota utility tractor with a straight positional blade and a front mounted blower with quick attach. The sanding/salting unit is on the rear three point hitch.	--	--	--	--	--	--

## Appendix 4 - Media Release Road Closed



Township of North Huron

Date \_\_\_\_\_

Time \_\_\_\_\_

Media Release

Due to a severe winter storm Ontario Provincial Police advise that the following roads in Township of North Huron are impassable due to drifting and blowing snow and have been closed to traffic.

Street Name	From	To

Ontario Provincial Police advise that these roads will remain closed until the storm subsides and driving conditions improve.

## Appendix 5 - Media Release Severe Weather



Township of North Huron

Date \_\_\_\_\_  
Time \_\_\_\_\_

### Media Release

Due to a severe winter storm **Ontario Provincial Police** advise that many roads in **Township of North Huron** are impassable due to drifting and blowing snow. **Ontario Provincial Police** advise that you do not drive until the storm subsides and driving conditions improve.



## Appendix 6 - Record of Training



### Township of North Huron

This statement certifies that the below named individual has successfully completed the in-house Winter Operations Training program as required by Township of North Huron Winter Operations Plan.

The Winter Operations Training program is comprised of the following modules:

- Equipment Circle Check
- Equipment Calibration
- Record Keeping
- Health and Safety
- Level of Service - policies, practices and procedures
- Identification of Plow Routes - including variations for year to year and issues identified along the route
- De-icing chemicals - application rates, storage and handling
- Identification of road salt vulnerable areas and the procedures to follow in those areas
- Yard and Equipment maintenance

Employee Name \_\_\_\_\_

Print Name

Employee Signature \_\_\_\_\_

Date \_\_\_\_\_

Trainer Signature \_\_\_\_\_

Supervisor Signature \_\_\_\_\_

## Appendix 7 - Record of Training - Night Patroller



### Township of North Huron

This certifies that \_\_\_\_\_ (employee name) has successfully completed the in-house Winter Operations - Night Patroller Training as required by Township of North Huron Winter Operations Plan.

The Winter Operations - Night Patroller Training workshop includes the following modules:

- Weather monitoring and forecasting results including: Road Weather Information System, Value Added Meteorological Service, eutectic temperature, pavement temperature, dew point
- Winter Schedules
- Record Keeping
- Health and Safety
- Level of Service - policies, practices and procedures
- Identification of Plow Routes - including variations for year to year and issues identified along the route
- De-icing chemicals - usage, application rates, storage and handling
- Identification of road salt vulnerable areas and the procedures to follow in those areas
- Call-out procedures
- Emergency contacts
- Yard and Equipment maintenance

Employee Name \_\_\_\_\_

Date of Training \_\_\_\_\_

Location of Training \_\_\_\_\_

Trainer Signature \_\_\_\_\_

Supervisor Signature \_\_\_\_\_

DISCLAIMER: The information contained within this document is not legal advice nor meant to take the place of legal advice. All OGRA members and others are encouraged to consult with independent legal counsel with respect to the information contained herein. Furthermore, the information and recommendations contained in this document are solely the opinion of OGRA, do not form legal "standards" and should not be viewed as such.

**THE CORPORATION OF THE  
TOWNSHIP OF NORTH HURON**

**BY-LAW NO. 23-2016**

---

Being a by-law to adopt a Minimum Maintenance Standards for  
Municipal Highways within the Township of North Huron.

---

**WHEREAS** the Municipal Act, 2001, as amended permits the Councils of all municipalities to enter into certain agreements;

**AND WHEREAS** Council is desirous of executing a Minimum Maintenance Standards for Municipal Highways within the Township of North Huron;

**NOW THEREFORE**, the Council of the Corporation of the Township of North Huron ENACTS the following:

1. The Reeve and Clerk to sign, on behalf of Council, a Minimum Maintenance Standards for Municipal Highways within the Township of North Huron;
2. A copy of the said Agreement is attached hereto and designated as Schedule A to this By-law.
3. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 16<sup>TH</sup> DAY OF FEBRUARY, 2016.

READ A THIRD TIME AND PASSED THIS 16<sup>TH</sup> DAY OF FEBRUARY, 2015.

CORPORATE SEAL

---

Neil G. Vincent, Reeve

---

Kathy Adams, Clerk

## ONTARIO REGULATION 239/02

### MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS

Consolidation Period: From January 25, 2013 to the e-Laws currency date.

Last amendment: O. Reg. 47/13.

*This Regulation is made in English only.*

#### Definitions

1. (1) In this Regulation,

“cm” means centimetres;

“day” means a 24-hour period;

“ice” means all kinds of ice, however formed;

“motor vehicle” has the same meaning as in subsection 1 (1) of the *Highway Traffic Act*, except that it does not include a motor assisted bicycle;

“non-paved surface” means a surface that is not a paved surface;

“Ontario Traffic Manual” means the Ontario Traffic Manual published by the Ministry of Transportation, as amended from time to time;

“paved surface” means a surface with a wearing layer or layers of asphalt, concrete or asphalt emulsion;

“roadway” has the same meaning as in subsection 1 (1) of the *Highway Traffic Act*;

“shoulder” means the portion of a highway that provides lateral support to the roadway and that may accommodate stopped motor vehicles and emergency use;

“snow accumulation” means the natural accumulation of any of the following that, alone or together, covers more than half a lane width of a roadway:

1. Newly-fallen snow.
2. Wind-blown snow.
3. Slush;

“substantial probability” means a significant likelihood considerably in excess of 51 per cent;

“surface” means the top of a roadway or shoulder;

“weather” means air temperature, wind and precipitation. O. Reg. 239/02, s. 1 (1); O. Reg. 23/10, s. 1 (1); O. Reg. 47/13, s. 1.

(2) For the purposes of this Regulation, every highway or part of a highway under the jurisdiction of a municipality in Ontario is classified in the Table to this section as a Class 1, Class 2, Class 3, Class 4, Class 5 or Class 6 highway, based on the speed limit applicable to it and the average annual daily traffic on it. O. Reg. 239/02, s. 1 (2).

(3) For the purposes of subsection (2) and the Table to this section, the average annual daily traffic on a highway or part of a highway under municipal jurisdiction shall be determined,

(a) by counting and averaging the daily two-way traffic on the highway or part of the highway; or

(b) by estimating the average daily two-way traffic on the highway or part of the highway. O. Reg. 239/02, s. 1 (3); O. Reg. 23/10, s. 1 (2).

(4) For the purposes of this Regulation, a municipality is deemed to be aware of a fact if, in the absence of actual knowledge of the fact, circumstances are such that the municipality ought reasonably to be aware of the fact. O. Reg. 23/10, s. 1 (3).

TABLE  
CLASSIFICATION OF HIGHWAYS

Average Annual Daily Traffic (number of motor vehicles)	Posted or Statutory Speed Limit (kilometres per hour)						
	91 - 100	81 - 90	71 - 80	61 - 70	51 - 60	41 - 50	1 - 40
15,000 or more	1	1	1	2	2	2	2
12,000 - 14,999	1	1	1	2	2	3	3
10,000 - 11,999	1	1	2	2	3	3	3
8,000 - 9,999	1	1	2	3	3	3	3
6,000 - 7,999	1	2	2	3	3	3	3
5,000 - 5,999	1	2	2	3	3	3	3
4,000 - 4,999	1	2	3	3	3	3	4
3,000 - 3,999	1	2	3	3	3	4	4
2,000 - 2,999	1	2	3	3	4	4	4
1,000 - 1,999	1	3	3	3	4	4	5
500 - 999	1	3	4	4	4	4	5
200 - 499	1	3	4	4	5	5	5
50 - 199	1	3	4	5	5	5	5
0 - 49	1	3	6	6	6	6	6

O. Reg. 613/06, s. 1.

#### Application

2. (1) This Regulation sets out the minimum standards of repair for highways under municipal jurisdiction for the purpose of clause 44 (3) (c) of the Act. O. Reg. 288/03, s. 1.

(2) Revoked: O. Reg. 23/10, s. 2.

(3) This Regulation does not apply to Class 6 highways. O. Reg. 239/02, s. 2 (3).

#### MINIMUM STANDARDS

#### Patrolling

3. (1) The minimum standard for the frequency of patrolling of highways to check for conditions described in this Regulation is set out in the Table to this section. O. Reg. 23/10, s. 3 (1).

(2) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on roadways, ice formation on roadways or icy roadways, the minimum standard for patrolling highways is, in addition to that set out in subsection (1), to patrol highways that the municipality selects as representative of its highways, at intervals deemed necessary by the municipality, to check for such conditions. O. Reg. 47/13, s. 2.

(3) Patrolling a highway consists of observing the highway, either by driving on or by electronically monitoring the highway, and may be performed by persons responsible for patrolling highways or by persons responsible for performing highway maintenance activities. O. Reg. 23/10, s. 3 (1).

(4) This section does not apply in respect of the conditions described in section 10, subsections 11 (0.1) and 12 (1) and section 16.1. O. Reg. 23/10, s. 3 (1).

TABLE  
PATROLLING FREQUENCY

Class of Highway	Patrolling Frequency
1	3 times every 7 days
2	2 times every 7 days
3	once every 7 days
4	once every 14 days
5	once every 30 days

O. Reg. 239/02, s. 3, Table; O. Reg. 23/10, s. 3 (2).

#### Weather monitoring

3.1 (1) From October 1 to April 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality. O. Reg. 47/13, s. 3.

(2) From May 1 to September 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day. O. Reg. 47/13, s. 3.

#### Snow accumulation

4. (1) The minimum standard for addressing snow accumulation is,

- (a) after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and
- (b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,
  - (i) to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or
  - (ii) on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres. O. Reg. 47/13, s. 4.

(2) If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation. O. Reg. 47/13, s. 4.

(3) For the purposes of this section, the depth of snow accumulation on a roadway may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:

- 1. Patrolling highways.
- 2. Performing highway maintenance activities.
- 3. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 47/13, s. 4.

(4) The depth of snow accumulation on a roadway may be determined by,

- (a) performing an actual measurement;
- (b) monitoring the weather; or
- (c) performing a visual estimate. O. Reg. 47/13, s. 4.

(5) For the purposes of this section, addressing snow accumulation on a roadway includes, but is not limited to,

- (a) plowing the roadway;
- (b) salting the roadway;
- (c) applying abrasive materials to the roadway; or

(d) any combination of the methods described in clauses (a), (b) and (c). O. Reg. 47/13, s. 4.

(6) This section does not apply to that portion of the roadway designated for parking. O. Reg. 47/13, s. 4.

TABLE  
SNOW ACCUMULATION

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

O. Reg. 47/13, s. 4.

#### Ice formation on roadways and icy roadways

5. (1) The minimum standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:

1. Monitor the weather in accordance with section 3.1.
2. Patrol in accordance with section 3.
3. If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway to prevent ice formation within the time set out in the Table to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 47/13, s. 5.

(2) If the municipality meets the minimum standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the earlier of,

- (a) the time that the municipality becomes aware of the fact that the roadway is icy; or
- (b) the applicable time set out in the Table to this section for treating the roadway to prevent ice formation expires. O. Reg. 47/13, s. 5.

(3) The minimum standard for treating icy roadways after the municipality becomes aware of the fact that a roadway is icy is to treat the icy roadway within the time set out in the Table to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in the Table for treating the icy roadway expires. O. Reg. 47/13, s. 5.

(4) For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand. O. Reg. 47/13, s. 5.

TABLE  
ICE FORMATION PREVENTION AND ICY ROADWAYS

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours

O. Reg. 47/13, s. 5.

#### Potholes

6. (1) If a pothole exceeds both the surface area and depth set out in Table 1, 2 or 3 to this section, as the case may be, the minimum standard is to repair the pothole within



the time set out in Table 1, 2 or 3, as appropriate, after becoming aware of the fact. O. Reg. 239/02, s. 6 (1).

(2) A pothole is deemed to be in a state of repair if its surface area or depth is less than or equal to that set out in Table 1, 2 or 3, as appropriate. O. Reg. 239/02, s. 6 (2); O. Reg. 47/13, s. 6.

TABLE 1  
POTHOLES ON PAVED SURFACE OF ROADWAY

Class of Highway	Surface Area	Depth	Time
1	600 cm <sup>2</sup>	8 cm	4 days
2	800 cm <sup>2</sup>	8 cm	4 days
3	1000 cm <sup>2</sup>	8 cm	7 days
4	1000 cm <sup>2</sup>	8 cm	14 days
5	1000 cm <sup>2</sup>	8 cm	30 days

O. Reg. 239/02, s. 6, Table 1.

TABLE 2  
POTHOLES ON NON-PAVED SURFACE OF ROADWAY

Class of Highway	Surface Area	Depth	Time
3	1500 cm <sup>2</sup>	8 cm	7 days
4	1500 cm <sup>2</sup>	10 cm	14 days
5	1500 cm <sup>2</sup>	12 cm	30 days

O. Reg. 239/02, s. 6, Table 2.

TABLE 3  
POTHOLES ON PAVED OR NON-PAVED SURFACE OF SHOULDER

Class of Highway	Surface Area	Depth	Time
1	1500 cm <sup>2</sup>	8 cm	7 days
2	1500 cm <sup>2</sup>	8 cm	7 days
3	1500 cm <sup>2</sup>	8 cm	14 days
4	1500 cm <sup>2</sup>	10 cm	30 days
5	1500 cm <sup>2</sup>	12 cm	60 days

O. Reg. 239/02, s. 6, Table 3.

#### Shoulder drop-offs

7. (1) If a shoulder drop-off is deeper, for a continuous distance of 20 metres or more, than the depth set out in the Table to this section, the minimum standard is to repair the shoulder drop-off within the time set out in the Table after becoming aware of the fact. O. Reg. 239/02, s. 7 (1).

(2) A shoulder drop-off is deemed to be in a state of repair if its depth is less than or equal to that set out in the Table. O. Reg. 239/02, s. 7 (2); O. Reg. 47/13, s. 7.

(3) In this section,

“shoulder drop-off” means the vertical differential, where the paved surface of the roadway is higher than the surface of the shoulder, between the paved surface of the roadway and the paved or non-paved surface of the shoulder. O. Reg. 239/02, s. 7 (3).

TABLE  
SHOULDER DROP-OFFS

Class of Highway	Depth	Time
1	8 cm	4 days
2	8 cm	4 days
3	8 cm	7 days
4	8 cm	14 days
5	8 cm	30 days

O. Reg. 239/02, s. 7, Table.

### Cracks

8. (1) If a crack on the paved surface of a roadway is greater, for a continuous distance of three metres or more, than both the width and depth set out in the Table to this section, the minimum standard is to repair the crack within the time set out in the Table after becoming aware of the fact. O. Reg. 239/02, s. 8 (1).

(2) A crack is deemed to be in a state of repair if its width or depth is less than or equal to that set out in the Table. O. Reg. 239/02, s. 8 (2); O. Reg. 47/13, s. 8.

TABLE  
CRACKS

Class of Highway	Width	Depth	Time
1	5 cm	5 cm	30 days
2	5 cm	5 cm	30 days
3	5 cm	5 cm	60 days
4	5 cm	5 cm	180 days
5	5 cm	5 cm	180 days

O. Reg. 239/02, s. 8, Table.

### Debris

9. (1) If there is debris on a roadway, the minimum standard is to deploy resources, as soon as practicable after becoming aware of the fact, to remove the debris. O. Reg. 239/02, s. 9 (1).

(2) In this section,

“debris” means any material (except snow, slush or ice) or object on a roadway,

(a) that is not an integral part of the roadway or has not been intentionally placed on the roadway by a municipality, and

(b) that is reasonably likely to cause damage to a motor vehicle or to injure a person in a motor vehicle. O. Reg. 239/02, s. 9 (2); O. Reg. 47/13, s. 9.

### Luminaires

10. (0.1) The minimum standard for the frequency of inspecting all luminaires to check to see that they are functioning is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 6; O. Reg. 47/13, s. 10 (1).

(1) For conventional illumination, if three or more consecutive luminaires on a highway are not functioning, the minimum standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 239/02, s. 10 (1).

(2) For conventional illumination and high mast illumination, if 30 per cent or more of the luminaires on any kilometre of highway are not functioning, the minimum standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 239/02, s. 10 (2).

(3) Despite subsection (2), for high mast illumination, if all of the luminaires on consecutive poles are not functioning, the minimum standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires. O. Reg. 239/02, s. 10 (3).

(4) Despite subsections (1), (2) and (3), for conventional illumination and high mast illumination, if more than 50 per cent of the luminaires on any kilometre of a Class 1 highway with a speed limit of 90 kilometres per hour or more are not functioning, the minimum standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires. O. Reg. 239/02, s. 10 (4).

(5) Luminaires are deemed to be in a state of repair,

(a) for the purpose of subsection (1), if the number of non-functioning consecutive luminaires does not exceed two;

- (b) for the purpose of subsection (2), if more than 70 per cent of luminaires on any kilometre of highway are functioning;
- (c) for the purpose of subsection (3), if one or more of the luminaires on consecutive poles are functioning;
- (d) for the purpose of subsection (4), if more than 50 per cent of luminaires on any kilometre of highway are functioning. O. Reg. 239/02, s. 10 (5); O. Reg. 47/13, s. 10 (2).

(6) Subsections (1), (2) and (3) only apply to,

- (a) Class 1 and Class 2 highways; and
- (b) Class 3, Class 4 and Class 5 highways with a posted speed of 80 kilometres per hour or more. O. Reg. 239/02, s. 10 (6).

(7) In this section,

“conventional illumination” means lighting, other than high mast illumination, where there are one or more luminaires per pole;

“high mast illumination” means lighting where there are three or more luminaires per pole and the height of the pole exceeds 20 metres;

“luminaire” means a complete lighting unit consisting of,

- (a) a lamp, and
- (b) parts designed to distribute the light, to position or protect the lamp and to connect the lamp to the power supply. O. Reg. 239/02, s. 10 (7).

TABLE  
LUMINAIRES

Class of Highway	Time
1	7 days
2	7 days
3	14 days
4	14 days
5	14 days

O. Reg. 239/02, s. 10, Table.

## Signs

11. (0.1) The minimum standard for the frequency of inspecting signs of a type listed in subsection (2) to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 7 (1); O. Reg. 47/13, s. 11 (1).

(0.2) A sign that has been inspected in accordance with subsection (0.1) is deemed to be in a state of repair with respect to the retro-reflectivity requirements of the Ontario Traffic Manual until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the sign has ceased to meet these requirements. O. Reg. 47/13, s. 11 (2).

(1) If any sign of a type listed in subsection (2) is illegible, improperly oriented, obscured or missing, the minimum standard is to deploy resources as soon as practicable after becoming aware of the fact to repair or replace the sign. O. Reg. 239/02, s. 11 (1); O. Reg. 23/10, s. 7 (2).

(2) This section applies to the following types of signs:

1. Checkerboard.
2. Curve sign with advisory speed tab.
3. Do not enter.
- 3.1 Load Restricted Bridge.

- 3.2 Low Bridge.
- 3.3 Low Bridge Ahead.
4. One Way.
5. School Zone Speed Limit.
6. Stop.
7. Stop Ahead.
8. Stop Ahead, New.
9. Traffic Signal Ahead, New.
10. Two-Way Traffic Ahead.
11. Wrong Way.
12. Yield.
13. Yield Ahead.
14. Yield Ahead, New. O. Reg. 239/02, s. 11 (2); O. Reg. 23/10, s. 7 (3).

#### Regulatory or warning signs

12. (1) The minimum standard for the frequency of inspecting regulatory signs or warning signs to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 8; O. Reg. 47/13, s. 12 (1).

(1.1) A regulatory sign or warning sign that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to the retro-reflectivity requirements of the Ontario Traffic Manual until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the sign has ceased to meet these requirements. O. Reg. 47/13, s. 12 (2).

(2) If a regulatory sign or warning sign is illegible, improperly oriented, obscured or missing, the minimum standard is to repair or replace the sign within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 23/10, s. 8.

(3) In this section,

“regulatory sign” and “warning sign” have the same meanings as in the Ontario Traffic Manual, except that they do not include a sign listed in subsection 11 (2) of this Regulation. O. Reg. 23/10, s. 8.

TABLE  
REGULATORY AND WARNING SIGNS

Class of Highway	Time
1	7 days
2	14 days
3	21 days
4	30 days
5	30 days

O. Reg. 239/02, s. 12, Table.

#### Traffic control signal systems

13. (1) If a traffic control signal system is defective in any way described in subsection (2), the minimum standard is to deploy resources as soon as practicable after becoming aware of the defect to repair the defect or replace the defective component of the traffic control signal system. O. Reg. 239/02, s. 13 (1).

(2) This section applies if a traffic control signal system is defective in any of the following ways:

1. One or more displays show conflicting signal indications.

2. The angle of a traffic control signal or pedestrian control indication has been changed in such a way that the traffic or pedestrian facing it does not have clear visibility of the information conveyed or that it conveys confusing information to traffic or pedestrians facing other directions.
3. A phase required to allow a pedestrian or vehicle to safely travel through an intersection fails to occur.
4. There are phase or cycle timing errors interfering with the ability of a pedestrian or vehicle to safely travel through an intersection.
5. There is a power failure in the traffic control signal system.
6. The traffic control signal system cabinet has been displaced from its proper position.
7. There is a failure of any of the traffic control signal support structures.
8. A signal lamp or a pedestrian control indication is not functioning.
9. Signals are flashing when flashing mode is not a part of the normal signal operation. O. Reg. 239/02, s. 13 (2).

(3) Despite subsection (1) and paragraph 8 of subsection (2), if the posted speed of all approaches to the intersection or location of the non-functioning signal lamp or pedestrian control indication is less than 80 kilometres per hour and the signal that is not functioning is a green or a pedestrian “walk” signal, the minimum standard is to repair or replace the defective component by the end of the next business day. O. Reg. 239/02, s. 13 (3).

(4) In this section and section 14,

“cycle” means a complete sequence of traffic control indications at a location;

“display” means the illuminated and non-illuminated signals facing the traffic;

“indication” has the same meaning as in the *Highway Traffic Act*;

“phase” means a part of a cycle from the time where one or more traffic directions receive a green indication to the time where one or more different traffic directions receive a green indication;

“power failure” means a reduction in power or a loss in power preventing the traffic control signal system from operating as intended;

“traffic control signal” has the same meaning as in the *Highway Traffic Act*;

“traffic control signal system” has the same meaning as in the *Highway Traffic Act*. O. Reg. 239/02, s. 13 (4).

#### **Traffic control signal system sub-systems**

14. (1) The minimum standard is to inspect, test and maintain the following traffic control signal system sub-systems once per calendar year, with each inspection taking place not more than 16 months from the previous inspection:

1. The display sub-system, consisting of traffic signal and pedestrian crossing heads, physical support structures and support cables.
2. The traffic control sub-system, including the traffic control signal cabinet and internal devices such as timer, detection devices and associated hardware, but excluding conflict monitors.
3. The external detection sub-system, consisting of detection sensors for all vehicles, including emergency and railway vehicles and pedestrian push-buttons. O. Reg. 239/02, s. 14 (1); O. Reg. 47/13, s. 13 (1).

(1.1) A traffic control signal system sub-system that has been inspected, tested and maintained in accordance with subsection (1) is deemed to be in a state of repair until the next inspection in accordance with that subsection, provided that the municipality does

not acquire actual knowledge that the traffic control signal system sub-system has ceased to be in a state of repair. O. Reg. 47/13, s. 13 (2).

(2) The minimum standard is to inspect, test and maintain conflict monitors every five to seven months and at least twice per calendar year. O. Reg. 239/02, s. 14 (2); O. Reg. 47/13, s. 13 (3).

(2.1) A conflict monitor that has been inspected, tested and maintained in accordance with subsection (2) is deemed to be in a state of repair until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the conflict monitor has ceased to be in a state of repair. O. Reg. 47/13, s. 13 (4).

(3) In this section,

“conflict monitor” means a device that continually checks for conflicting signal indications and responds to a conflict by emitting a signal. O. Reg. 239/02, s. 14 (3).

#### **Bridge deck spalls**

15. (1) If a bridge deck spall exceeds both the surface area and depth set out in the Table to this section, the minimum standard is to repair the bridge deck spall within the time set out in the Table after becoming aware of the fact. O. Reg. 239/02, s. 15 (1).

(2) A bridge deck spall is deemed to be in a state of repair if its surface area or depth is less than or equal to that set out in the Table. O. Reg. 239/02, s. 15 (2); O. Reg. 47/13, s. 14.

(3) In this section,

“bridge deck spall” means a cavity left by one or more fragments detaching from the paved surface of the roadway or shoulder of a bridge. O. Reg. 239/02, s. 15 (3).

TABLE  
BRIDGE DECK SPALLS

Class of Highway	Surface Area	Depth	Time
1	600 cm <sup>2</sup>	8 cm	4 days
2	800 cm <sup>2</sup>	8 cm	4 days
3	1,000 cm <sup>2</sup>	8 cm	7 days
4	1,000 cm <sup>2</sup>	8 cm	7 days
5	1,000 cm <sup>2</sup>	8 cm	7 days

O. Reg. 239/02, s. 15, Table.

#### **Roadway surface discontinuities**

16. (1) If a surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, exceeds the height set out in the Table to this section, the minimum standard is to repair the surface discontinuity within the time set out in the Table after becoming aware of the fact. O. Reg. 23/10, s. 9.

(1.1) A surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, is deemed to be in a state of repair if its height is less than or equal to the height set out in the Table to this section. O. Reg. 47/13, s. 15.

(2) If a surface discontinuity on a bridge deck exceeds five centimetres, the minimum standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the surface discontinuity on the bridge deck. O. Reg. 23/10, s. 9.

(2.1) A surface discontinuity on a bridge deck is deemed to be in a state of repair if its height is less than or equal to five centimetres. O. Reg. 47/13, s. 15.

(3) In this section,

“surface discontinuity” means a vertical discontinuity creating a step formation at joints or cracks in the paved surface of the roadway, including bridge deck joints, expansion joints and approach slabs to a bridge. O. Reg. 23/10, s. 9.

TABLE  
SURFACE DISCONTINUITIES

Class of Highway	Height	Time
1	5 cm	2 days
2	5 cm	2 days
3	5 cm	7 days
4	5 cm	21 days
5	5 cm	21 days

O. Reg. 239/02, s. 16, Table.

#### Sidewalk surface discontinuities

**16.1 (1)** The minimum standard for the frequency of inspecting sidewalks to check for surface discontinuity is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 10; O. Reg. 47/13, s. 16 (1).

(1.1) A sidewalk that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to any surface discontinuity until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge of the presence of a surface discontinuity in excess of two centimetres. O. Reg. 47/13, s. 16 (2).

(2) If a surface discontinuity on a sidewalk exceeds two centimetres, the minimum standard is to treat the surface discontinuity within 14 days after acquiring actual knowledge of the fact. O. Reg. 23/10, s. 10; O. Reg. 47/13, s. 16 (3).

(2.1) A surface discontinuity on a sidewalk is deemed to be in a state of repair if it is less than or equal to two centimetres. O. Reg. 47/13, s. 16 (4).

(3) For the purpose of subsection (2), treating a surface discontinuity on a sidewalk means taking reasonable measures to protect users of the sidewalk from the discontinuity, including making permanent or temporary repairs, alerting users' attention to the discontinuity or preventing access to the area of discontinuity. O. Reg. 23/10, s. 10.

(4) In this section,

“surface discontinuity” means a vertical discontinuity creating a step formation at joints or cracks in the surface of the sidewalk. O. Reg. 23/10, s. 10.

#### REVIEW OF REGULATION

#### Review

**17. (1)** The Minister of Transportation shall conduct a review of this Regulation and Ontario Regulation 612/06 (Minimum Maintenance Standards for Highways in the City of Toronto) made under the *City of Toronto Act, 2006* every five years. O. Reg. 613/06, s. 2.

(2) Despite subsection (1), the first review after the completion of the review started before the end of 2007 shall be started five years after the day Ontario Regulation 23/10 is filed. O. Reg. 23/10, s. 11.

**18.** Omitted (provides for coming into force of provisions of this Regulation). O. Reg. 239/02, s. 18.

**CORPORATION OF THE TOWNSHIP OF NORTH HURON**

**BY-LAW NO. 24- 2016**

**BEING** a by-law to amend the zoning on Plan 174 Lot 1, Part Lot 2, Registered Plan 22R5497 Part 1, Registered Plan 168, Blyth Ward, Township of North Huron.

**WHEREAS** the Corporation of the Township of North Huron considers it advisable to amend Zoning By-law 82-2008, as amended.

**NOW THEREFORE**, the Council of the Corporation of the Township of North Huron enacts as follows:

1. This by-law shall apply to Plan 174 Lot 1, Part Lot 2, Registered Plan 22R5497 Part 1, Blyth Ward, Township of North Huron and is comprised of the attached Schedules.
2. By-law 82-2008 is hereby amended by changing 'Residential Low Density (R1)' to 'Residential Medium Density (R2)', the zone symbol on the lands designated zone change to 'R2' on the attached Schedule B.
3. This by-law shall come into force upon final passing, pursuant to Section 34(21) of the Planning Act, RSO 1990, as amended.

READ A FIRST TIME ON THE 16<sup>TH</sup> DAY OF FEBRUARY, 2016

READ A SECOND TIME ON THE 16<sup>TH</sup> DAY OF FEBRUARY, 2016.

READ A THIRD TIME AND PASSED THIS 16<sup>TH</sup> DAY OF FEBRUARY, 2016.

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Neil Vincent, Reeve

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Kathy Adams, Clerk



## **SCHEDULE 1**

### **CORPORATION OF THE TOWNSHIP OF NORTH HURON**

#### **BY-LAW 24- 2016**

1. By-law 24- 2016 has the following purpose and effect:

This proposed Zoning By-law Amendment affects Plan 174 Lot 1, Part Lot 2, Registered Plan 22R5497 Part 1, Blyth Ward, Township of North Huron. The By-law proposes to change the zoning to 'Residential Medium Density Zone (R2)' from 'Residential Low Density Zone (R1)'.

The subject lands require a zone change to permit a proposed triplex dwelling structure. The subject property is designated Residential in the North Huron Official Plan.

The property is located on 518 Dinsley Street.

This by-law amends North Huron Zoning By-law # 82-2008.  
All other zone provisions apply.

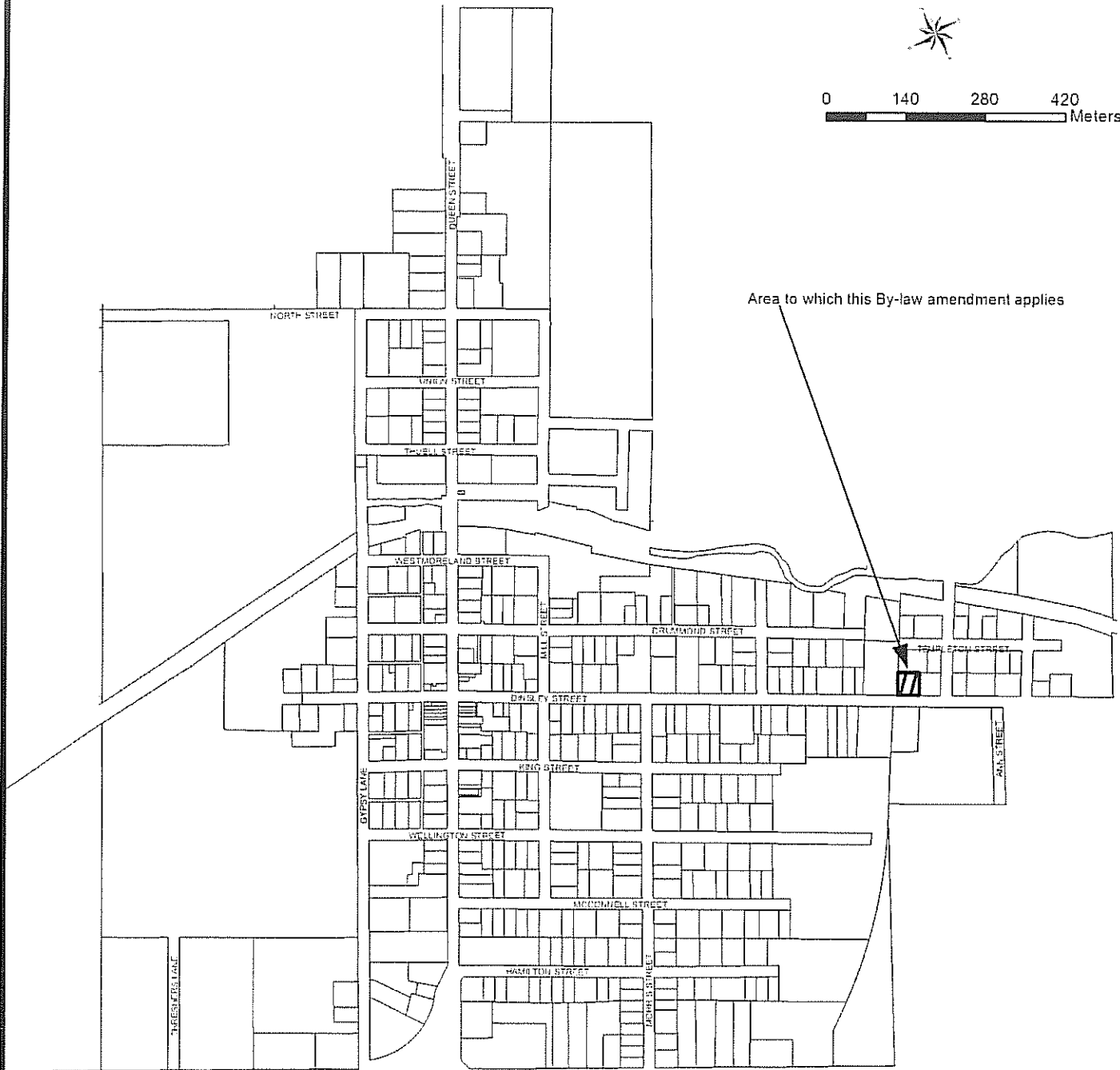
# Township of North Huron

## Blyth

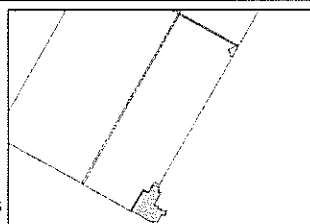
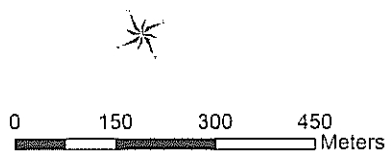
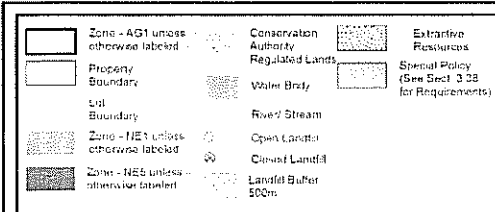
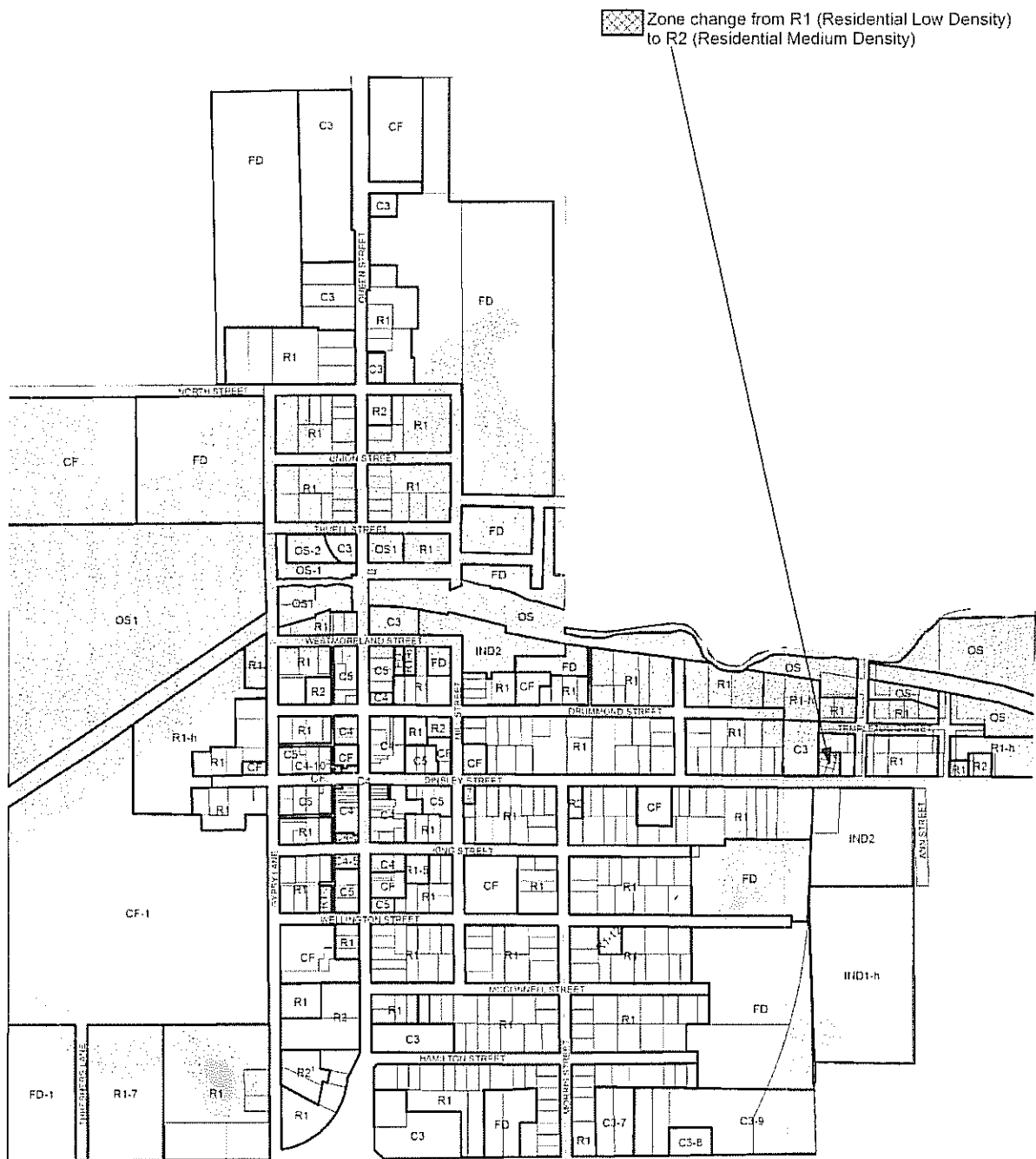
### Location Map



0 140 280 420 Meters



Schedule 'B'  
Township of North Huron  
*Blyth*  
Zoning Map

REVISION DATE January 22, 2016

# **THE TOWNSHIP OF NORTH HURON**

## **BY-LAW NO. 25-2016**

### **A By-law of the Township of North Huron To confirm generally previous actions of the Council of the Township of North Huron**

**THEREFORE** the Council of the Corporation of the Township of North Huron enacts as follows:

1. The actions of the Council of the Corporation of the Township of North Huron at its meeting on February 16, 2016, be confirmed.
2. Execution by the Reeve and the Clerk of all Deeds, Instruments, and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal, to any such Deed, Instruments, or other Documents is hereby authorized and confirmed.
3. This By-law shall come into force and takes effect on the date of its final passing.

**READ A FIRST AND SECOND TIME** this 16<sup>th</sup> day of February, 2016.

**READ A THIRD TIME AND FINALLY PASSED** this 16<sup>th</sup> day of February, 2016.

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**Neil Vincent, Reeve**

**SEAL**

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**Kathy Adams, Director of  
Corporate Services/Clerk**  
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